



a world class African city



City of Johannesburg
Johannesburg Development Agency

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Date: 16 November 2010

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of the following goods/ services

Property Specialist Services for the identification, acquisition, development costing and management costing of parking facilities for the Chancellor House building

The "Chancellor House" building is historically a building that was the law offices of Nelson Mandela and Oliver Tambo, and has over the years deteriorated physically and economically into a "bad building". This structural repair and refurbishment of the building will assist in a revival of the precinct, which will bring back business, environmental cleanliness, residents, consumers and add an element of heritage preservation and tourist attraction.

Due to the need to promote economic revival in this region, the design should focus on place identity and the creation of a quality renovation of a historically significant building based on the following:

- A reminiscent facelift and beautification of the facade through refurbishment and modification to suit specific sustainable functions of the building.
- An active street interface through encouragement of property owners to open up street fronts with active users supporting the everyday office worker
- Improved walkability and legibility to encourage walking through provision of safe and convenient pedestrian routes to BRT stations.
- Improve the tourism attraction to the inner city.
- Preserve and promote heritage and history.

The implementation of this project will take place in the JDA financial year of 2010/2011.

The objective of this project is to secure land for the development of suitable parking facilities for the Chancellor House building tenants and visitors, in close proximity to the building. The identification, approval and securing of the land is underway, and more relevant details will be available upon appointment. Part of the project is to determine management and maintenance costs for the building itself in conjunction with the parking facilities.

Chancellor House is situated on the corner of Ntemi Piliso Street and Fox Street Ferraisdorp, Johannesburg.

Preferences are offered to tenderers who have Black Equity Ownership, Black Executive Management and General Workforce participation.

Building a better city

Directors

L. Vutula (Chairperson) A. Roriston L. Mathape D. Lewis N. Lila D. Naidu P. Masilo T. Mendrew (Acting CEO) A. Goldsmith (Company Secretary)
Registration Number: 2001/005101/07

The JDA requires the services of a suitably qualified and registered professional property specialist firm to assist in the identification, acquisition, development costing and management costing of parking facilities for the Chancellor House building.

The scope overview of property services required is as follows:

1. Identification and valuation of three best suitable land options for the development of surface parking for the tenants and visitors Chancellor House and the exhibition.
2. Determination for the development costs of parking on each land option, e.g. legal costs, surveyor costs, etc. This will exclude building costs, of which will be done by a quantity surveyor.
3. Determination for the management and maintenance costs for parking facilities on each of the land options over a specified period, e.g. market related maintenance costs / m², market related expenses, security, etc.
4. Determination of management and maintenance costs for the Chancellor House building, e.g. market related maintenance costs / m², market related expenses, etc.
5. Determination of revenue from the parking for each land option and Chancellor House building over a specified period, e.g. market related rentals / m², recoverable expenses, security, etc.
6. Assist with COJ Mayoral Committee and Executive Acquisition and Adjudication Committee approvals of the acquisition or expropriation of recommended land option of the three.
7. Conduct acquisition negotiation processes or full expropriation processes were necessary (It may be that professional legal assistance is required in this regard).
8. Assist in drafting and concluding sale agreements were applicable.
9. Property transfer processes and other related processes, e.g. zoning requirements / changes, etc.

Kindly furnish me with a written quotation for the supply of the above and the following requirements should be considered:

- Detailed breakdown of work to be executed, and methodology statement for the execution of works. Please specify any additional work that may be deemed necessary in relation to the services required and the project objectives.
- Detailed timeframe breakdown related to the work. Please note that the timelines will be confirmed and agreed to upon appointment.
- Detailed cost breakdown related to the work, with a fee for each stage of work to be executed. The final price should include all disbursements.

The contract period is 6 months commencing on 1 December 2010 and ending on 31 May 2011

The quotation must be submitted on the letterhead of your business and delivered - by hand not later than **12h00 on 25 November 2010** – to the JDA's offices, Ground Floor, The Bus Factory, 3 President Street, Newtown, Johannesburg.

The following conditions will apply:

- A valid Tax Clearance Certificate must be submitted
- Copy of Municipal Account

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- If the price quoted is above R 30 000 inclusive of VAT), the quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000). For this purpose the Tax Clearance Certificate, Declaration of Interest and the BEE Forms are enclosed and must be scrutinized, completed and submitted together with your quotation.
- The successful provider will be the one scoring the highest point

NB: No quotations will be considered from persons in the service of the stateⁱ

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Yanda Tolobisa

Assistant Development Manager

011 688 7884

ytolobisa@jda.org.za

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.

PRESENTATION OF QUOTATIONS

Submissions are to consist of a short (not to exceed 30 pages) 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 **use the same item numbers as below** for the required sections of the report. The following information must be clearly spelt out :

1. Company Background, lists of **similar** (not all) projects including client name, contact person and telephone number.
2. Provide an organogram of the **individuals to be involved on this project** and note their designations. Attach detailed résumé's of **said individuals**. A company profile showing all members CV's is **not acceptable**.
3. Tenderers are to illustrate where the proposed team is currently committed and what percentage of their time is spent on said commitments. The value of each commitment must also be declared as well as a percentage estimate of the time planned to be dedicated to this project.
4. Applicants are required to submit detailed quotations based on identifiable deliverables defined in rand terms. Applicants are to submit a cash flow which illustrates the fee proposal linked to deliverables. All

disbursements, etc are to be **included** in the quotations. Tenderers are to provide a detailed summary of their proposed services.

5. The applicant's SMME status.
6. Proof of registration with the appropriate professional authority.
7. An original valid Tax Clearance Certificate.
8. The Declaration of Interest and the BEE Forms as found on the JDA website, must be scrutinized, completed and submitted together with your quotation.

Note for joint ventures

- The items above are to be addressed and completed by **EACH** member of the joint venture
- An agreement between all parties of the joint venture is to accompany the tender submission
- A lead consultant is to be appointed and noted in the submission
- BEE status is to be based on a profit sharing ratio and is to be verified by independent auditors if the tender is successful. This will be for the tenderers cost.