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City of Johannesburg
Johannesburg Development Agency

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Date: 08 April 2011

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

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

Community Participation Services for the construction of the Road underpass between Hoy and Price streets in Newclare

PROJECT OVERVIEW:

The project entails a construction of a road under a railway line between Westbury and Newclare Stations in Newclare. The road will connect Hoy and Price streets. The following will be the key operations:

The railway embankment slopes are excavated to form a pipe jacking platform on one side of the embankment and a jacking reception platform on the opposite side. The vertical faces of the excavations are stabilised with soil nails and mesh-reinforced shotcrete. (***Stabilization of excavation face***)

Six sets of 2.12 metre diameter concrete pipes are jacked through the embankment for a distance of 17.5 metres to form the underpass roof deck.

Reinforcement and prestress cables are placed inside the roof deck pipes after which the pipes are filled with concrete.

The embankment excavation is extended downwards from the jacking and reception platforms to the underpass foundation level to allow for portal construction. The excavation faces are stabilised with soil nailing and mesh-reinforced shotcrete. (***Stabilization of excavation face***)

The portal structures are constructed at either end of the roof deck. Each portal consists of two reinforced concrete columns, one on either side of the portal, and a prestressed concrete beam supported by, and spanning between, the two columns. The beam is located against the ends of the roof deck pipes. The portal columns are founded on bedrock using spread footings.

6. The roof deck pipes are prestressed against the portal beams. After prestressing, the roof deck is fully supported by the the portal columns. The roof deck supports the embankment material and railway tracks above it. Excavation of the embankment material below the deck can then commence.

Tunnelling through the embankment material under the roof deck is carried out by excavating incrementally downwards from the underside of the roof deck. The vertical faces of the side

Building a better city

Directors

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

excavations are pre-grouted where necessary and are stabilised with soil nails and mesh-reinforced shotcrete. (***Tunnelling and stabilization of excavation face***)

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

The JDA requires the services of a suitably qualified and registered professional Community Participation Consultant firm to assist in facilitating and management of community and affected and infected stake holders.

The community participation consultant is required to have the relevant skills, experience, and capacity to deliver the scope of work within the required time frame. Refer Annexure H, Appendix 2: **Scope of Service**, for a detailed scope of services.

The purpose of appointing a CPC is to ensure that the project is transparent and supported by the stakeholders. To achieve this, the CPC must facilitate participation and consultation with key stakeholders, promote a positive climate for the project, and facilitate the flow of information between stakeholders, the client, and the project team.

The following summarised services will be required:

- Stakeholder identification and compilation of an interested and affected parties database
- Arrange, facilitate, minute and / or report on public meetings and ward public meetings
- Conduct skills and SMME audits, and compile databases for same.
- Attend one project meeting per month.
- Submit a concise monthly report which includes labour usage figures.
- Assist with the procurement, training, monitoring, and management of CLO/s.
- Assist with the employment of local labour and SMME's.
- Assist contractor/s by facilitating problems with local stakeholders and labour related issues.
- Arrange and assist with the dissemination of information.
- Assist in facilitated project steering committee meetings.

The community participation consultant must submit a detailed fee proposal to render services as outlined in items above and in Annexure A: Appendix 1.

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

The quotation must be submitted on the letterhead of your business and delivered - by hand not later than Thursday **12h00 on 18 April 2011** – 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 the latest 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.

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

Siyabonga Genu
Development Manager

011 688 7823

sgenu@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.
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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.