

TERMS OF REFERENCE

REQUEST FOR PROPOSALS (RFP)

PROVISION OF PROFESSIONAL SERVICES FOR URBAN DESIGN & LANDSCAPING (PLUS SUPPLEMENTARY GEOTECH, TRAFFIC AND SURVEY TECHNICAL STUDIES) FOR THE ATLANTIS GREEN-TECHNOLOGY SPECIAL ECONOMIC ZONE (ASEZ) AND SURROUNDS

ADVERTISEMENT DATE:

Released Date: 06 January 2020

SUBMISSIONS CLOSE:

Date: 14 February 2020 at 12:00

COMPULSORY BRIEFING:

Date: 20 January 2020 from 12:30 – 1:30

VENUE FOR BRIEFING SESSION:

InvestSA One Stop Shop, 46 St Georges Mall, Cape Sun Corner, Cape Town (CBD)

REQUIRED BY:

THE ATLANTIS SPECIAL ECONOMIC ZONE (ASEZ)

ENQUIRIES TO:

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SUBMISSION REQUIREMENTS:

All responses to be hand delivered. Bid document must be split in two envelopes.

Envelope 1: Functionality, Envelope 2: Budget and Compliance documents

DELIVERY ADDRESS:

Wesgro Tender Box

Ground Floor (inside entrance right of revolving doors)

South African Reserve Bank Building

60 St Georges Mall

Cape Town, CBD

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YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF

THE WESTERN CAPE TOURISM, TRADE AND INVESTMENT PROMOTION AGENCY (WESGRO)

Proposals are invited for the proposed Provision of Professional Services for Landscaping & Urban Design for Atlantis Special Economic Zone & Surrounds according to the attached terms of reference, tender documents and conditions of tender.

Submissions must reach this office not later than 12:00 on the closing date of the tender. No late bids will be accepted.

CHECKLIST OF COMPULSORY RETURNABLE SCHEDULES AND COMPLIANCE DOCUMENTS:

Please adhere to the following instructions:

- Tick the relevant blocks below, the documents and schedules that form part of your response;
- Ensure that the following documents are included, which can be found on <http://www.westerncape.gov.za/eng/pubs/forms/P/247691> is completed and signed where applicable; and
- Use the prescribed (below) sequence in attaching the annexures that bidders may not be disqualified based on non-compliance / non-responsiveness.

YES NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 1 - Invitation of bid; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 2 – Tax Clearance Certificate Requirements; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 3.1 - Pricing schedule – firm prices; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 3.3 - Pricing schedule; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 4 - Declaration of interest form; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 6.1 - Preference points claim form in terms of the preferential procurement regulations 2017 and codes of good practice; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 6.2 - Declaration certificate for local production and content for designated sectors; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 6.3 - Preference points claim form in terms of the preferential procurement regulations 2001 – promotion of small businesses; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 7.1 - Contract form – purchase of goods/works/services; |
| <input type="checkbox"/> | <input type="checkbox"/> | WCBD 7.2 - Contract form – sale of goods/works; |
| <input type="checkbox"/> | <input type="checkbox"/> | SBD 8 - Declaration of bidders past supply chain management practices |

Bidders must be registered with National Treasury's Central Supplier Database (CSD). Proof of the status by including a CSD report must accompany the proposal as part of the compliance documents. All bids must be accompanied by the following documents:

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Valid BEE certificate and status including: <ul style="list-style-type: none">○ Percentage share of black ownership;○ Percentage share women ownership;○ Percentage share disabled; and○ Percentage of staff that are disabled. |
| <input type="checkbox"/> | <input type="checkbox"/> | Valid Tax clearance certificate and tax pin number |
| <input type="checkbox"/> | <input type="checkbox"/> | Bank confirmation letter not older than 3 months |
| <input type="checkbox"/> | <input type="checkbox"/> | Proof of registration on the Central Supplier Database (CSD) |



Bidders can be registered with the Western Cape Supplier Evidence Bank – WCSEB, but must be registered with the National Treasury's Central Supplier Database (CSD). Proof of the status and the CSD report must be included in the proposal as part of the compliance.

Compulsory briefing session requires that only suppliers attending the scheduled session will be allowed to submit a tender proposal.

TENDER REQUIREMENTS

1. All Tender conditions must be strictly adhered to, failing which, this tender submission may be declared non-responsive.
2. It is important that bidders must ensure that when they submit their bid proposals the following requirements are adhered to:
 - (a) Bidders must submit their proposals in closed envelopes ensuring that the tender name and number, bidder's details- name and contact details of the contactable person, business address and e-mail address clearly indicated on the proposal (Envelope) submitted;
 - (b) Complete all the forms; and
 - (c) Includes all the required other and/or desirable documents in support of their bids/proposals
3. Any portion of the document not completed may be interpreted as "not applicable" where appropriate.
4. Tenders must be deposited in tender box before the closing time set out above. **No** tenders forwarded by facsimile or email or any mode will be considered.

The tender box situated on: Ground Floor (inside entrance right of revolving doors)
South African Reserve Bank Building
60 St George's Mall
Cape Town, CBD

5. Couriered tenders are permitted but must reach Wesgro before the closing time with prior arrangements made with the courier and informing the Wesgro reception accordingly. Please note that the courier company must deposit the tender proposal in the said tender box. No assistance allowed.
6. Wesgro reserves the right to accept the whole tender or part of a tender or any item or part of any item or accept more than one tender (in the event of a number of items being offered)
7. Wesgro further reserves the right not to accept the lowest or any tender
8. Wesgro will not consider tenders received after the closing date and time for such a tender
9. Wesgro will not be held responsible for any expenses incurred by bidders in preparing and submitting tenders
10. Wesgro may, after the closing date, request additional information or clarification of bidders in writing
11. A bidder may request in writing and, after the closing date, that his/her tender be withdrawn and which withdrawal will be permitted or refused at the sole discretion of Wesgro after consideration of the reasons for the withdrawal, which shall be set out by the bidder in the written request for withdrawal.
12. Joint Ventures / Consortiums: In the case of a joint venture/consortium, a copy of the Joint Venture agreement must be submitted with the tender documentation.
13. Validity period: Any tender submitted shall remain valid, irrevocable and open for a written acceptance by Wesgro for a period of ninety (90) days from the closing date.
14. Compliance: Bidders may also be registered with the Western Cape Supplier Evidence Bank – WCSEB but must be registered on the National Treasury's Central Supplier Database (CSD). Proof of the status and the CSD report must be included in the proposal as part of the compliance.
15. If bidders are not registered on the CSD, they must follow the following link <https://secure.csd.gov.za/Account/Register> in order to register



16. Notification: Information on all proposals received will be published on the Wesgro website when the tender has been concluded; and
17. It is the responsibility of the bidder to ensure that their tax matters with SARS are in order
18. Each party in the Joint Venture /consortium/partnership must comply with all of the above;
 - B-BBEE: Each bidder must submit a certificate by an accredited B-BBEE verification agency or an affidavit, indicating its B-BBEE rating of the relevant B-BBEE scorecard
 - For Joint Venture /consortium/sub-contracting arrangements, the bidder must also submit a combined B-BBEE certificate issued by an accredited B-BBEE verification agency
19. Wesgro reserves the right to conduct a due diligence investigation prior to the final award of the contract or at any time during the contract
20. Inducements, rewards, gifts and other abuses of the supply chain management system is prohibited and:
21. No person who is a provider or prospective provider of goods and services or a recipient or prospective recipient of goods disposed or to be disposed of may directly or indirectly, through a representative or intermediary promise, offer or grant:
 - Any inducement or reward to Wesgro for or in connection with the award of a contract; or
 - Any award, gift, favour or hospitality to any other role player involved in the implementation of the supply chain management policy;
22. No person who is a provider or prospective provider of goods and services or a recipient or prospective recipient of goods disposed or to be disposed of may directly or indirectly Influence or interfere with the work of any Wesgro official(s) involved in the tender process in order to inter alia:
 - Influence the process and/or outcome of a bid;
 - Incite breach of confidentiality and/or the offering of bribes;
 - Cause over and/or under invoicing;
 - Influence the choice of procurement method or technical standards; and
 - Influence any Wesgro official in any way which may secure an unfair advantage during or at any stage of the procurement process
23. Abuse of the Wesgro Supply Chain Management System is not permitted and may result in the tender being rejected, the cancellation of the contract the blacklisting of the bidder by Wesgro against participation in any future bid processing and any other remedy permitted by law.
24. Declaration and authorisation: Bidders are requested to complete all declarations and authorisations in the schedules requested above, failing which the tender proposal may be disqualified.
Evaluation Criteria requirements:
25. Invalid tenders: Tender may be endorsed and may be recorded as potentially invalid in the tender opening record by Wesgro's responsible official in the following instances:
 - If the tender is not sealed;
 - If the tender is not completed in non-erasable ink.
 - Non-responsive Tenders: Valid tender will be declared non-responsive and eliminated from further evaluation if:
 - The bidder has been listed in the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act, 12 of 2004 or has or has been listed on National Treasury's database as a person prohibited from doing business with the public sector;
 - The bidder has failed to complete and/or sign the required declarations and/or authorizations.
26. Disqualified tenders: The tender will be disqualified and eliminated from further evaluation if it fails to adhere to a written request (within the specified period set out in such a request) to:
 - Comply with one or more provisions contained in the instruction to bidders;
 - Comply with any other conditions of the tender documentation after being called upon to do so



27. No tender prices will be read-out at the closing time.

28. **Notes:**

28.1 Tenders submitted must make use of the official attached tender documents/forms and no documents shall be retyped. Photocopies of the documents/forms may however be used. A tender that is submitted in any other manner might invalidate the tender. Tender documents shall be submitted in a sealed envelope with the name and address of the tenderer, the tender number and the closing date indicated on the envelope.

28.2 **NB: ALL TENDER PRICES TO BE INCLUSIVE OF VAT (where applicable)**

28.3 **Proposers must ensure that the tender name and number, their details - name and contact details of the contactable person, business address and e-mail address - clearly indicated on the proposal submitted.**

Gysbert Verwey
Supply Chain Manager
Date: 06 January 2020

Kholeka Zama
Chief Financial Officer
Date:



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1. INTRODUCTION

1.1 INTRODUCTION TO ATLANTIS SPECIAL ECONOMIC ZONE (ASEZ)

Atlantis lies about 40km north of Cape Town. Travelling north along the West Coast Road (R27), the Atlantis Industrial area is 43km from the Port of Cape Town and 18km from Melkbosstrand. It lies south of Dassenberg, and 108km south of the Port of Saldanha.



Source: GreenCape (2017)

Special Economic Zones (SEZs) are key tools used by the South African government for driving industrial and economic development. Within SEZs, cluster industries from a particular sector locate in geographically designated areas to get the benefits of scale and co-location. SEZs are governed by the SEZ Act (No.16 of 2014) and are supported by a range of incentives aimed at attracting foreign and local investment.

The City of Cape Town established a greentech manufacturing hub in Atlantis in 2011, in response to the Department of Energy's Renewable Energy Independent Power Producer Programme (REIPPP).

The hub has already attracted four large greentech investors that are operational. These investments were made on 25 hectares of privately owned land. The latter land forms part of the designated SEZ.

In 2015, the Western Cape Provincial Government submitted an application for the designation of the Atlantis Special Economic Zone (ASEZ) for Green Technologies. After thorough engagement and assessment, the South African Cabinet in June 2018 approved the decision by Minister Rob Davies to designate the Atlantis SEZ as South Africa's greentech SEZ.

Situated on the West Coast of South Africa, 40 km from Cape Town, the ASEZ capitalises on the province's already booming renewable energy and green technology sector.

Greentech refers to green technologies that reduce or reverse the impact of people on the planet. These include renewable energy technologies. Wind turbines, solar panels, insulation, biofuels, electric vehicles, materials recycling and green building materials are all examples of green technology.

The following elements make the Atlantis SEZ a competitive investment destination:



1. A strong and growing South African and African market for greentech manufacturing. Independent market research shows strong demand for renewable energy and green technologies from South Africa and the African continent.
2. Well-located & development-ready area. Large tracts of industrially zoned land with appropriate bulk infrastructure in place (green and brown fields).
3. New public transport links and fibre connectivity. The site is well located and in close proximity to Saldanha port (105 km), airports, and Cape Town (40kms). The SEZ offers good access to major national road network (N1, N2 and N7 routes).
4. Proximity to key renewable energy markets. There is a strong support base and existing relationships for investors to tap into; including partnerships and relationships that will help facilitate investment and doing business are already in place with business, government and labour.
5. Incentives for investors and tenants. The ASEZ (through the National Government) and the City of Cape Town (CoCT) offer a range of attractive incentives for investors and tenants.
6. An attractive, wide-ranging skills base that can be recruited from the City of Cape Town and the Western Cape Province. The Cape Town and Western Cape area offer a large range of unskilled, semiskilled, technical and professional candidates. A skills development drive is underway in Atlantis through partnerships with youth organizations, local colleges and high schools.

The ASEZ's objectives are to:

- To develop a sustainable Greentech SEZ in Atlantis.
- To attract and retain export-focused Greentech investors into the Atlantis SEZ who value local integration.
- To establish and maintain a conducive business environment for the Green Economy.
- To foster local economic growth, employment and revitalisation by being integrated within the community.
- To implement effective resources, business processes and administration which serve and drive the ASEZ strategic objectives.

ASEZ mission is:

- To develop a sustainable Greentech SEZ that creates a conducive business environment for the Green economy and integrated economic growth and employment.

1.2 Purpose of the tender and the objectives of the study

The purpose of this tender is to identify and appoint a suitably experienced professional service provider and/or consortium with a verifiable track record and good standing for the provision of professional services for urban design and landscaping (and supplementary geotech, traffic and survey technical studies) for Atlantis Green-Technology Special Economic Zone & surrounds (the broader Atlantis area). The Atlantis Special Economic Zone is therefore requesting a detailed proposal for the Provision of Professional Services for Urban Design & Landscaping for Atlantis Green-Technology Special Economic Zone & Surrounds (plus supporting technical studies). This will serve as a long-term framework for sustainable development for the Atlantis SEZ. It shall include the following sub-sections:

- 1.2.1 Urban design and place making framework for the ASEZ and how this links to the greater Atlantis.
 - 1.2.1.1 Site level green (factory) building and design guidelines
- 1.2.2 Landscaping and water management plan for the ASEZ and links to Atlantis.
 - 1.2.2.1 Individual site level landscaping and water management guidelines.
- 1.2.3 Geotechnical investigation for the ASEZ.
- 1.2.4 Land survey for the ASEZ.
- 1.2.5 Traffic Impact Assessment (TIA) for the ASEZ.



1.3 Project background

1.3.1 Atlantis Special Economic Zone

The proposed Atlantis Special Economic Zone (ASEZ) development is a collaboration between the Department of Trade and Industry (DTI), Western Cape Government (WCG)'s Department of Economic Development and Tourism (DEDAT) and the City of Cape Town (CoCT) to facilitate the development of the SEZ in Atlantis. The SEZ programme is an important development intervention tool to unlock industrial development, manufacturing, employment, technology and skills transfer and spatial restructuring. The SEZ was officially designated in June 2018.

In order to expedite implementation of the Green-Tech Atlantis SEZ (ASEZ), technical capacity and visionary planning are required. The SEZ requires an Urban Design & Landscaping plan that considers not just the zone itself, but also how this relates to, and connects with, the broader Atlantis community. This will build on the work already completed, and in progress, including the long-term infrastructure plan. It is envisaged that the process to be followed will be consultative and work with a range of players and stakeholders to draw together the various energies and plans for the area. The plans must also connect with, and elaborate on, the City of Cape Town's District Plans currently being compiled and reviewed.

The plans must also be underpinned by three technical studies – a geotechnical survey, a land-survey and a traffic impact and design response.

Atlantis Special Economic Zone (ASEZ) and its strategic partners seek to appoint a professional service provider (firm or consortium) to develop an Urban Design & Landscaping plan and guidelines (with associated technical studies) for the Atlantis Green-Technology Special Economic Zone & surrounds to provide a desired conceptual layout of the entire zone to guide growth and development, resource allocation and mobilization. The plans will need to be broken down into projects and components which are described, scoped, costed and phased to a sufficient level of detail for incorporation into government budgets and funding applications.

1.3.2 Scope of Work

The primary objectives for the provision of professional services for urban design & landscaping (and supporting technical studies) for Atlantis Green-Technology Special Economic Zone & surrounds are to:

- Produce an urban design framework for the ASEZ that specifically considers the green-tech focus of the zone. It should be pedestrian, non-motorised transport (NMT) and public transit orientated (within the context of ensuring the freight and manufacturing activities are supported) and have a specific focus on public safety and security for the zone and surrounds. The allocation of bulk, including massing, street-scaping and interaction must also be considered, and the plan itself should serve as an agreed basis between the SEZ and City of Cape Town for allocating bulk across the site. A key part of the plan will be to consider place-making features and opportunities within the zone that acknowledge its green-tech focus. It must also pay significant attention to ways of connecting the zone to the broader Atlantis community through place-making and design features and opportunities. In defining the project components for costing and implementation, community involvement (e.g. schools) and/or use of local labour must be specifically addressed.
 - Linked to the overall plan, guidelines should be produced to guide contractors, maintenance staff and investors on designing and building the manufacturing facilities (site/building based) in ways that are resource efficient (both in construction and in operation), that minimise or net-zero carbon emissions (in construction and operation) and in other ways advance green-tech and green outcomes. Use of construction approaches and techniques that can utilise local skills in construction and maintenance



should also be considered. If there are green rating criteria or standards for manufacturing industrial buildings, these should be considered and the pros and cons of applying these identified.

- Produce a landscaping plan for the zone that works with the indigenous plants and species found on-site, the natural topography and which seeks to maximise water retention and infiltration on-site. If possible a continuous open space system should be defined through the site which connects it to the surrounds and which could provide visual and recreation potential for the SEZ employees.
 - Linked to this, guidelines should be produced to guide contractors, maintenance staff and investors on the planting and care of indigenous plants on individual sites, along with a guide on maximising water retention and/or infiltration (including paving).

NOTE: It is expected that the landscaping and urban design plan and guidelines will be directly interconnected.

- Undertake a comprehensive Geotechnical investigation of the sites within the ASEZ.
- Undertake a comprehensive, high-resolution, land survey of the sites within the ASEZ.
- Undertake a comprehensive Traffic Impact Assessment for the ASEZ and how it affects Atlantis, including costings for road and rail improvements required. Cognisance must be taken that the ASEZ falls within the Koeberg Nuclear Power Station Evacuation Plan.

2. PROJECT REQUIREMENTS

2.1 Requirements

2.1.1. General objectives/requirements

The service provider will be required to do the following:

- Undertake stakeholder engagement, including meeting the Atlantis community, to get inputs on the landscaping & urban design components specifically (initial problem scoping and then plan commenting).
- Build on a series of development reports and studies which were carried out or commissioned by Wesgro/ASEZ, the City of Cape Town and the Western Cape Government. A list of these documents is provided in the Annexures. The documents on the list will be provided to the potential bidders who attend the compulsory briefing session. The long-term infrastructure plan (Masterplan - ARUP) and Site Plan (JG Africa) must be drawn on. Both these plans contain considerable detail around the principles towards landscaping and design.
- Study and incorporate good practice on green-tech building and green industrial zones to enhance content and quality of final products.
- Ensure the plans comply with spatial planning, zoning and all other relevant policy directives and requirements.
- Outputs to be provided must include, but not limited to, reports, maps, diagrams, Gantt charts, soft copies (including shape/GIS files) as well as all electronic data. Final products must be supplied as a complete PDF, along with all supporting data, images, graphics, maps and plans in their raw/original formats (including Power Point and word). A PowerPoint presentation covering the landscaping plan and guidelines and the urban design plan and guidelines must be included as part of the final deliverables.
- All aspects of landscaping, urban design, architecture and engineering must be planned and designed around green technology and green manufacturing materials for the highest possible green technology/resource efficiency level for industrial buildings and sites.
- Detailed programme of all work performed under the appointment.
- Periodic progress reports reflecting the progress and spending of all sub-projects under the appointment.
- Provide monthly progress reports on all aspects of the scope of appointment.
- Monthly coordination meeting, and other meetings when required.
- Prepare agenda and keep minutes of all meetings.



- In accordance with the relevant standards and procedures for professional practice, and contracted scope of work, the professional service provider will submit and make oral presentation, if requested, on all outputs and deliverables.

In terms of the approach towards completing the assignment, this is a multi-disciplinary process. It is intended that it integrates inputs from several quarters into a holistic planning approach. This necessitates that the tenderer incorporates into the workflow an element of facilitation:

- Engagements for inputs and workshopping of concepts with several key stakeholders and not just a desk top study.
- Some iteration at each stage.

Key stakeholders include, inter alia:

- City of Cape Town, DEDAT and DTI.
- Western Cape Industrial Symbiosis Programme.
- Investment facilitation team (Wesgro, City of Cape Town).
- Project Management Unit (ASEZ).
- Existing and targeted investors, businesses and associations.
- Community Stakeholder Network (Atlantis community forum for the ASEZ) and Ward structures.

For the proposal, each aspect listed below must be addressed. This must outline the approach and method, timing and phasing (with milestones) and costing (with a breakdown per stage and deliverable with hours and rates indicated).

2.1.2 Key objectives for the urban design and place making

The approach adopted to develop the urban design plan and guidelines must include (but not necessarily be limited to):

- Understand the context, current patterns of growth and development and identify the opportunities and constraints to realising appropriate urban industrial form and green performance for the ASEZ and how it connects to the surrounding areas.
- Develop a long term physical vision (development plan) for the entire ASEZ and connections to its surrounds that identifies specific focus areas and place making opportunities for long term green growth and management. This will play a key role in building the zone identity and place making.
- Identify pedestrian and NMT (cycle) networks, as well as connections to, and support of, public transport (including facilities).
- Assess all aspects of security and identify the security needs of the zone and reflect these (public safety, visibility, passive surveillance, etc.).
- Contribute to resilience building for plausible climatic shocks.
- Assess how and where the ASEZ may impact demand for recreation, shopping, schooling, housing, medical and lifestyle needs, and how these could be accommodated either in the Atlantis area as a whole, or within the SEZ. **Note:** Considerable attention needs to be paid to this component. The aim is to identify facility demand as a result of the SEZ and where/how this could be accommodated – at a level sufficient to guide further elaboration.
- Within the current industrial zoning, consider how the allocated bulk and coverage could be distributed across the sites – in terms of massing, scale, site/plot size, permeability and street connection. Advise how this could be adopted by the ASEZ and CoCT to guide allocation of sites and building plan approval.
- Acknowledging that the key spatial issues pertaining to an SEZ are; 1) the layering of security, 2) the large infrastructural movement requirements; together these translate into a built-form that is largely 'anti-urban', 'box-box' and that lacks human scale. Herein lies the urban design challenge. It should be stressed that where mixed-use and key interface buildings are created (e.g. innovation hub), in close proximity to public transport and NMT access routes, the built form should respond accordingly. This calls for a level of appropriate human scale, granular, mixed-use economic opportunities that support positive, safe and secure spaces, streets and



positive linkages to the main town. This will be a key urban design challenge that should manifest in the scheme.

For the site guidelines, the following needs to be considered:

- Develop site-based building/green design guidelines to enable the proposed vision with specific attention to Green Technology (reducing carbon emission and resource consumption in construction and operation).
- Consider green rating criteria and tools and their pros and cons (for example, the EDGE Tool).

The site guidelines should:

- Be locally appropriate with regards to green technology and/or green outcomes.
- Conserve the natural environment.
- Use resources efficiently and effectively.
- Apply a full life-cycle/cost of ownership approach.
- Minimise waste.
- Use renewable resources.
- Utilise locally sourced materials and skills.
- Maximise the health and well-being of users.
- Leave a positive legacy – futures thinking.
- Avoid an Industrial feel.

For both the landscaping and urban design components, non-negotiable and critical elements to support and guide appropriate development responses should be identified. In a context of uncertainty and scarce resources, a facilitative approach needs to be applied in the development of land management tools and guidelines for the ASEZ.

The urban design and landscaping proposals as they relate to specific places/sites could be combined.

2.1.3. Key objectives for landscaping plan and guidelines

The approach adopted to develop the landscaping plan and guidelines must consider (but not necessarily be limited to):

- **Connectivity and integrity:** Open space connections and linkages between through and between the SEZ and surrounds. Use of natural features and planting to connect the SEZ to surrounds.
- **Water Management:** Rainwater retention (including on-site harvesting) and infiltration, water quality considerations, water delivery and irrigation, water and planting design, public awareness.
- **Plant Selection - Indigenous Plants:** well-adapted plants, low maintenance, groundcovers, mulch, greening projects, permaculture (as suitable).
- **Trees - Improved Air Quality:** Temperature reduction and other microclimatic effects, Removal of air pollutants, Emission of volatile organic compounds and tree maintenance emissions, Energy effects on buildings.
- **Organic Pesticides:** Alternatives types of control: cultural (good horticultural practices), physical (contextual inputs), biological (use of natural enemies) and conservation.
- **Organic Fertilisers.**
- **Soil Management.**
- **Recycling - Compost:** Including facility composting schemes.
- **Hardscape Materials and Structures:** alternatives to paving, permeable paving, prevention of soil erosion, replacement of lost areas of landscape and improved building envelope.
- **Energy Management - Outdoor Lighting:** Natural daylighting, exterior lighting principles (EMI-7).
- **Biodiversity.**
- **Resilience to plausible climatic shocks,** including fire, drought, flooding and heat waves.



- Walkways, walkability, pedestrian orientation and street-furniture.
- Facilities Management - Landscape Maintenance: Measuring and Monitoring Benefits, Maintenance Programmes.

The plans should also:

- Enrich and cultivate the ASEZ's and surrounding natural assets through a variety of innovative, productive and sustainable uses of the landscape including relevant green technology and water-wise/indigenous landscaping.
- Create a landscape system for year-round outdoor activity for internal staff and the community.
- Design for outdoor comfort by moderating harsh environmental factors such as high winds and rain.
- Utilise ecosystem services such as water management, improved air quality, carbon sequestration etc.
- Improve the aesthetic experience of ASEZ's landscape.
- Manage the landscape to realise its full potential by the use of resource efficient materials for long term durability, management and sustainability.

2.1.4 Key objectives of the geotechnical investigation

- Conduct detailed structural assessments related to geotechnical instabilities such as, but not limited to, heaving clays, perched water table conditions, etc.
- The investigations shall include, but not limited to, excavation of test pits and, on a case specific basis, auger holes up to 1m diameter. Depth of the test pits shall be up to 3m depth and auger holes up to a minimum of 6m into the bedrock or 30m, whichever comes first. Proposals could indicate different testing approaches and technologies given the scale of the area, provided it is a verified and accepted approach and the level of confidence in the results are clearly explained and outlined.
- Dynamic super heavy cone penetration (DPSH) tests could be included and, if so, must be carried out at the discretion of the Geotechnical Specialist.
- Conduct laboratory testing of soil and rock samples where required.
- Provide a detailed report on the findings.
- Provide recommendations for founding requirements for buildings and roads and other structures (water retention ponds) as appropriate (and specific actions required to remedy any instability or other challenges).
- Provide additional proposals or reports based on above findings, where necessary.

2.1.5 Key objectives for the land survey

Survey of Topographic and Contour Plans (0.5m contour interval).

- Assessment of title deeds for any and all restrictions i.e. Servitudes or any other development incumbents.

2.1.6 Key objectives of the traffic impact assessment

- Assess the impacts of the development on the "external" road network and transport requirements and resulting mitigation (road design responses) measures required to accommodate the development of the ASEZ – assessment will be against the build-out assumptions and labour intensity identified in the impact study and long-term infrastructure plan (Master Plan).
- Assess and develop the transport requirements for the site, including road classifications and access points/management.
- How the development affects the Koeberg Nuclear Power Plant evacuation plan.
- Consider abnormal loads within the ASEZ (there is an existing Wind turbine blade manufacturer within the zone).

2.1.6.1 Railway Line



- Investigate the decommissioning and or the uses of the existing (abandoned) railway lines within Zone 2 & 3 of the ASEZ. Assess the challenges and opportunities related to reopening the freight line between the SEZ and Cape Town.

2.2 Deliverables and key tasks

The service provider will be responsible, on behalf of the ASEZ Steering Committee, for successful delivery of the urban design & landscaping plan and guidelines (and supporting technical studies) for Atlantis Green-Technology Special Economic Zone & Surrounds, within the provided timeframes.

The scope of the project should include the various components and their outlined requirements provided below:

2.2.1 Deliverables for the urban design / place making

- The urban design component will comprise two key deliverables - an overall urban design plan and a set of guidelines for applying the elements of the plan to each site.
 - The urban design framework for the ASEZ will address the green-tech / green outcomes focus of the zone. The plan should contain urban design diagrams and design documentation illustrating structuring elements & base layer informants (ecological, hydrological, geological, transport and NMT, heritage, etc.) that clearly demonstrate the developable footprint and structuring logic, as well demonstrating the spatial and material vision. Following from the spatial arrangement, massing, heights, movement systems for both motorised and non-motorised transport modes, private and public, trading, allocations of public open spaces (hard and soft) and institutional facilities, proposed zoning/s should be demonstrated. Pedestrian, NMT and public transit orientated (within the context of ensuring the freight and manufacturing activities are supported) and focus on public safety and security for the zone and surrounds. The desired allocation of bulk across the sites, with associated illustrative indication of height, scale and plot sizes. Likely facility needs for the ASEZ employees/investors and Atlantis community and how and where these could be met and addressed (including housing). Place-making features and opportunities within the zone that acknowledge green focus. Connections to the broader Atlantis community through place-making and design features and opportunities. The urban design plan will form an integral part of the place-making and place-marketing strategy for the SEZ. Attention should be paid to the visual representation of the plan and its elements for these purposes. This urban design framework should be supported through development controls and design guidelines (urban design, architecture and landscape architecture and public realm). The urban design framework should also demonstrate fundamental qualities of successful place making (which can be summarised as: 1. Character, 2. Continuity and enclosure, 3. Quality of the public realm, 4. Ease of movement, 5. Legibility, 6. Adaptability, 7. Diversity.)
 - Implementation plan that identifies phased projects (costed and specified) for realising the overall plan, along with a maintenance plan/implications. The principles identified under the objectives should be encapsulated in the plan and maintenance programme. Project components must be costed for inclusion in line department budgets and/or funding applications. Community involvement (e.g. schools) and/or use of local labour specifically addressed.
 - Guidelines for contractors, maintenance staff and investors on designing and building the manufacturing facilities and buildings (site/building based) in ways that are resource efficient (both in construction and in operation), that minimise or net-zero carbon emissions (in construction and operation) and in other ways advance green-tech and green outcomes (green building guidelines). Construction approaches and techniques that utilise local skills in construction and maintenance. Identify green rating criteria or standards for manufacturing buildings, and evaluate pros and cons of applying these.



2.2.2 Deliverables for the landscaping

- The landscaping component will comprise two key deliverables – an overall landscape plan and a set of guidelines for applying the elements of the plan to each site.
 - The landscaping plan for the zone must work with the indigenous plants and species found on-site (if applicable) or within the area, the natural topography and maximise water retention and infiltration on-site. The overall plan should identify an overall open space system that connects it to the surrounds and which could provide visual and recreation potential for the SEZ employees. The landscaping plan will form an integral part of the place-making and place-marketing strategy for the SEZ and will need to include hard and soft elements. Attention should be paid to the visual representation of the plan for these purposes.
 - The overall plan should be broken down in an implementation plan that identifies a set of phased projects (which are costed and specified) for realising the overall plan, along with a maintenance plan and guidelines. The principles identified under the objectives should be encapsulated in the plan and maintenance programme.
 - Guidelines to guide contractors, maintenance staff and investors on the planting and care of indigenous plants on individual sites, along with a guide on maximising water retention and/or infiltration (including paving – sustainable urban drainage). This should include a list of suitable species for planting at all levels (ground-cover to trees) and the requirements on the SEZ and the investor for maintenance.

2.2.3 Deliverables for the geotechnical investigation:

- Structural assessment of geotechnical instabilities.
- Findings of excavation of test pits and auger holes.
- Findings of dynamic super heavy cone penetration (DPSH) tests.
- Laboratory test findings of soil and rock samples.
- Founding requirements for buildings and roads and other structures as appropriate (and specific actions required to remedy any instability or other challenges).
- Additional advice and recommendations on above findings, where necessary.
- An overall detailed report on the findings.

2.2.4 Deliverables for land survey

- Survey of Topographic and Contour Plans (0.5m contour interval).
- Title deeds restrictions and encumbrances.
- Report with surveyed coordinates - topographic survey map report.
- Provide electronic and hard copies on A1 or A3 of the Topographic & Contour plans.
- The consultant shall supply survey map in ArcGIS formal version 10.4.
- 2 x sets of printed survey report with maps.
- 1 x memory stick ArcGIS, DXF/Auto CAD and PDF files and raw data. The stick should also include copies of the reports.

2.2.5 Deliverables for the traffic impact assessment

Information on all transportation facilities (including status quo transport assessments) and land developments that are relevant to the assessment. A review and assessment of the impact of current and future transport and development planning. Transport surveys must be carried out where necessary. Furthermore, it is important that the overall assessment be conducted in accordance with TMH16 (preparation of traffic impact assessments and



site traffic assessments in South Africa) and with due regard to the relevant planning policy framework (e.g. the local ITP, IDP and SDF).

- Traffic demand estimation (private, public transport and non-motorised demand) must be carried out for the applicable peak hours. The traffic demand must be agreed with the City of Cape Town's Transport Authority. Public transport is of key importance; consequently, this must be adequately assessed from a status quo point of view and future demand resulting for the development and whether this can be serviced by the existing public transport services and systems.
- Proposed improvements / interventions (road, traffic control, site and zone road access, public transport facilities, pedestrian facilities, traffic management, accesses, etc.) - all transport improvements must be in accordance with the City of Cape Town's Transport Authority and or Provincial Road requirements. All planning for the development must be coordinated and aligned with future transport and development plans where necessary. Improvements / interventions are to be presented at a Traffic Road Layout design plan level using available cadastral and services information.
- Traffic impact assessment (including capacity and traffic operations analysis) must be carried out for necessary design horizon years with the development for two scenarios –
 - with proposed improvements; and
 - without proposed improvements.
- Implications for the Koeberg Evacuation Model.

2.2.5.1 Railway Line

Report on findings, after stakeholder engagements, on the decommissioning and or the uses of the existing (abandoned) railway lines within Zone 2 & 3 of the ASEZ, as well the challenges/opportunities for reopening the freight link to Cape Town.

The proposed site development plan must be developed with adequate detail of aspects assessed during the assessment including road network planning, intersection / access design / planning and traffic control, traffic management measures, public transport and non-motorized transport requirements including onsite traffic circulation.

3. PROFESSIONAL TEAM

A professional Urban Designer registered with the South African Council for the Architectural Profession (SACAP) and/or with the South African Council for Planners (SACPLAN), and preferably with the Urban Design Institute of South Africa (UDISA), with at least 10 (ten) years verifiable appropriate post graduate experience and who has provided urban design input into at least 3 major projects of a complex technical nature or of a similar nature

A professional Landscape Architect to be registered with ILASA with at least 5 -10 year's verifiable appropriate post graduate experience in Landscape Architectural design and project management with input into at least 3 major projects of a complex technical nature.

It is advised that a professional Town Planner be included to establish the approval process with relevant CCT LUMS officials (e.g. Package of plans approach) and manage the rights application process (es).

In addition, it is advised that professional architecture and project management expertise should be included in the terms of reference. Some of these skills may reside in the urban design team but should be highlighted.



4. AVAILABLE RESOURCES

Bidders will be expected to be familiar with the public documentation on SEZ policy etc., for example on DTI website. The Service Provider will be **provided** with the following at the briefing session (on a memory stick at a cost of R100):

Document	Available on briefing	Available to winning bidder
Macro-Planning for Atlantis area		
Atlantis Revitalisation Framework	X	
Atlantis Town Planning Scheme	X	
Atlantis-Saldanha LNG Study		X
City Spatial Development Framework	X	
City Status Quo Report	X	
SEZ Development		
Deloitte SEZ Pre-feasibility Report	X	0
Deloitte SEZ Feasibility Report	X	
Stratecon SEZ economic impact study	Exec. summary / contents	X
SEZ Designation Gazette	X	
Strategy		
Deloitte 2014/2015 SEZ Strategy	Exec. summary / contents	X
Nova Economics 2018 SEZ Strategy Update	Exec. summary / contents	X
SEZ Infrastructure Planning		
SEZ Phase 1 Spatial Planning and Infrastructure Design by JG Afrika	Exec. summary / contents	X
Site Services Reports	X	
Atlantis Water Study Report	X	
Geotechnical Report	X	
ARUP Master Plan	X (NDA to be signed)	
Development Approvals & Specialist Studies		
EIAs and Basic Assessment Reports for Zones	X	
Investor Insights & Market Assessments		
(Cross reference above): Market assessment insights in 2014 Deloitte strategy	Exec. summary / contents	X
(Cross reference above): Market assessment update in 2018 Nova strategy	Exec. summary / contents	X
GreenCape Market Intelligence Reports 2017_2018	X	
Investment Pipeline: a snapshot of potential and incumbent investors		X
Marketing and Communications		
SEZ Investor and Stakeholder Brochures	X	



4.1 STUDY AREA

Below are the SEZ designated sites for consideration to be assessed and included in the Provision of Professional Services for Landscaping & Urban Design for Atlantis Green-Technology Special Economic Zone & Surrounds:

ZONE	OLD ERF NUMBER	NEW ERF NUMBER	SIZE (ha)
1a	Portion Remainder CA1183	Ptn Rem of 171-RE	22.10
	CA1547	61	7.8
	CA4-93-RE	RE Ptn of 62	0.7
1b	CA4-128	69	2.3
	CA4-113	70	4.5
	CA4-212	73	5.3
	CA4-120-RE	74-RE	1.2
2	CA1183-4	Ptn of Rem of 277	9.6
	CA1183-45	246	4.0
	CA1183-122	254	3.0
	CA1183-0	Ptn Rem of 171	16.0
	CA1183-72	245	2.8
3	Portion CA1183-4-RE	Ptn of Rem of 277	38.7
4	CA1183-51	179	0.7
TOTAL HECTARES			118.6



4.2 TIMEFRAMES

The following schedule format is proposed and bidders are requested to price their service accordingly.

Deliverable	Proposed due date after contract has been signed	Reports and presents to
Landscaping	April to May 2020	Wesgro & Steering Committee
Urban Design/Town planning	April to August 2020	Wesgro & Steering Committee
Geotechnical Investigation	March to June 2020	Wesgro & Steering Committee
Land Survey	March to July 2020	Wesgro & Steering Committee
Traffic Impact Assessment	March to July 2020	Wesgro & Steering Committee
Total Projected Duration	20 Weeks	

5. SUBMISSION REQUIREMENTS

Bids that do not comply with the above submission requirements will be deemed ineligible for evaluation and will not be considered.

The following documents must be provided in order for a complete evaluation and adjudication process to be undertaken:

- A. Curriculum Vitae, and other relevant documentation to demonstrate proven expertise, experience and competencies on offer with projects of this nature;
 - o CV's that covers the below 7 key areas. The curriculum Vitae to clearly state the name, and number of projects previously undertaken of this nature;
 - Civil Engineer.
 - Project manager/ project lead.
 - Spatial/Urban designer.
 - Landscape Specialist.
 - Green Tech Specialist.
 - Traffic Engineer.
 - Environmental Engineer.

- B. Company profile, specific expertise and experience
 - o Description of project, client name, rand value where possible and scope of work done by the company. (To be provided in a spreadsheet format).
 - o A high level overview of the Company's track record of previous relevant infrastructure projects successfully undertaken to date.



- C. Project proposal, including:
 - o Understanding of the project and what is required.
 - o The approach and methodology in addressing the project requirements.
 - o A proposed work plan detailing the main tasks, key steps and implementation plan with time frames.
 - o Number of hours spent by each individual on the project team and on what.
 - o Literature review identifying parts of the planning process already covered and how these will be taken into account for continuity and efficiency.

- D. Proposed budget including:
 - o An estimated total budget, inclusive of VAT where applicable.
 - o A detailed pricing proposal for each work package in line with the terms of reference.
 - o "Hourly rates and daily rates e.g. pricing schedule.
 - o Milestones and timelines.

6. PROCUREMENT STRUCTURE

In compliance with the preferential public procurement laws applicable to Wesgro and in terms of Wesgro's procurement policy, the tender will be evaluated in terms of the Preferential Procurement Policy Framework Act 5 of 2002 and the Preferential Procurement Regulations, 2017 and other related policies guiding the use of state resources.

The **two-envelope system** will be followed whereby functionality, price and specific participation goals will be collectively considered.

Stage 1: Evaluation of technical component

The evaluation scoring for the functionality will be in accordance with the point's allocation outlined in Table 1 below.

Table 1: Functionality Criteria for the evaluation

Major Criteria	Sub-Criteria	Max Points available	Reference
Technical Capability (Experience)	Provide a list of key staff listed below, with brief CVs including the total number of years that each staff member has worked on similar projects or greater complexity in the past 10 years . Team members will need to demonstrate expertise in the field with relevant qualifications.		5 (A)
	Civil Engineer.	4	
	Project Manager/ Project Lead.	4	
	Spatial/Urban Designer.	4	
	Landscape Specialist.	2	



	Green Tech Specialist.	2	
	Traffic Engineer.	2	
	Environmental Engineer.	2	
	Provide a list of the 5 most relevant projects with references completed by the company, consortium of companies or joint venture in the past 10 years. Provide brief description of projects and contact / references relevant to SEZ/Eco-industrial estates or similar. Demonstrating successfully completed projects.	20	5 (B)
Quality of Proposal and Demonstration of Sector Knowledge	<ul style="list-style-type: none"> • Demonstrate understanding of the project: Approach and Methodology in driving themes including green-technologies in the context of manufacturing hubs/zones and relation to surrounds. • Approach and Methodology in ability to breakdown the proposal into various components and articulate clearly what work will be done at each stage and how it will be rolled out with relevant interventions in the interim of challenges arising in providing the service. This to include detailing main tasks, key steps, timeframes and responsibilities. 	40	5 (C)
Resources/ processes	Ability to demonstrate quality resources through resource allocation of team members and timesheets with proposed hours (project manager, team members etc.), Gantt charts, and deliverable milestones as outlined in 2.2.1, 2.2.2 and 2.2.3.	20	5 (D)
Total Points Available		100	
Minimum number of Points to be met based on Functionality		75	

The minimum points a bidder must achieve for Functionality is **75 out of a total of 100 points**. Functionality will be assessed upon the proven experience (as described in Section 5) and project proposals offered. For the second phase of evaluation, PRICE has 80 points, and SPECIFIC CONTRACT PARTICIPATION GOALS has a total of 20 points on offer.

Stage 2: Preference point system

Step 1: Calculation of points for price 1) only bids that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 80/20 preference point system, as contemplated in the Preferential Procurement Policy Framework Act 5 of 2000 and the Preferential Procurement Regulations, 2017.

Step 2: Calculation of points for B-BBEE status level of contributor Points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below. The table will be used to calculate the score out of 20 for B-BBEE.



B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Bids will not be disqualified from the bidding process if the bidder did not submit a certificate substantiating the B-BBEE status level of contribution or is a non-compliant contributor. Such a bidder will score zero (0) out of a maximum of 20 points respectively for B-BBEE.

6.1 FINANCIAL ARRANGEMENT

Bidders are solely responsible for their own costs in preparing the Proposal. The costs incurred in respect of the attendance of any briefing or presentation meetings or costs incurred in preparing any proposal will be borne by the firm /s and Wesgro shall in no way be liable to reimburse the firm /s for such costs incurred.

6.2 OWNERSHIP OF PROPOSALS

All data and documentation developed and collected for the purposes of this project will be the property of the ASEZ and will be transferred by the service provider to Wesgro upon completion of this project.

6.3 ALTERATION OR WITHDRAWAL OF PROPOSALS

The Professional firm may withdraw its proposals by written notification on or before the closing date.

6.4 ASEZ'S RESPONSIBILITIES & DISCLAIMER

ASEZ will share with the service provider information that it has relevant to the project. It is advisable that the service provider consider ASEZ's stock of information when preparing the cost quotation on this project. Please be advised ASEZ cannot make any representations or guarantees as to the accuracy of the information supplied and furthermore will not be held liable for any incorrect or misleading information in relation to any part of this document and reference documents hereto. It remains the responsibility of the service provider to collect and process the information required for this project and the service provider must make and rely on their own investigations and satisfy themselves in relation to all aspects of this project.

6.5 CONTRACTUAL OBLIGATIONS

This Bid will be appended to ASEZ's Contract with the service provider and will constitute the schedule of deliverables for the purposes of this project. The service provider's quotation must remain valid for a period of 120 days from the date of submission and be inclusive of VAT. All prices indicated in the quotation must remain fixed for the period of the project. The service provider's quotation must also provide sufficient detail in terms of various cost items such as total "man" hours and daily rates for the project team. It is also important to note that all information on all proposals received for this tender will be published on the Wesgro website when the tender has been concluded.



6.6 ABSENCE OF OBLIGATION & CONFIDENTIALITY

No legal or other obligation shall arise between the service provider and ASEZ unless and until a formal contract has been signed by both parties. Proposals submitted will not be revealed to any other bidders and will be treated as contractually binding. ASEZ reserves the right to seek clarification or verification of any information in the Proposals. The successful bidder will be expected to sign a Non-Disclosure Agreement before a Contract is awarded.

6.7 CONFLICT OF INTEREST

The bidder may not in any way that is inconsistent with his/her duties; expose him/herself to any situation involving the risk of a conflict of interest between the official responsibilities required of the outsourced bid and with that of private interests.

6.8 ETHICS

Any attempt by a professional firm to obtain confidential information, or enter into unlawful agreements with competitors or influence the decision of the Bid Adjudication Committee or appointed officials during the process of examining, evaluating and comparing proposals will lead to the rejection of its proposal in its entirety.

6.9 CANCELLATION OF BID PROCEDURE

ASEZ shall be entitled, within its sole and entire discretion, to cancel this Bid at any time and shall notify the professional firm/s accordingly. ASEZ shall in no way be liable for any damages whatsoever, including, without limitation, damages for loss of profit, in any way connected with the cancellation of this call for proposal procedure. The publication of an invitation to call for proposals does not commit ASEZ to appoint the professional firm /s

6.10 CLARITY ON SERVICES REQUIRED

The services required by ASEZ are described in these Terms of Reference and will further be clarified and confirmed during a compulsory tender briefing.

6.11 ENQUIRIES AND RESPONSES

All enquiries on this Bid must be directed to the Infrastructure Engineer ASEZ:

Imtiaz Sultan

Designation: Infrastructure Engineer

Telephone: +27 21 487 8728

E-mail address: imtiaz@wesgro.co.za

Physical address: **18th floor, Reserve Bank, 60 St George's Mall, Cape Town, 8001**

Postal address: P.O. Box 1678, Cape Town, 8000

6.12 BRIEFING SESSION:

A compulsory briefing session will be schedule as per the above. Bidders are to indicate their intention on which day they will attend in advance to SEDIC Project Administrator. Bidders will be charged a fee of R100 cash on the day for a flash drive where all documents will be stored on

End of RFP



ANNEXURE 1

		A	B	C = (A x B)	D = (C + VAT)
	Deliverable	Rate (use combined rate – price/hours)	Hours	Price (excl. VAT)	Price (incl. VAT)
1	Landscaping				
2	Urban Design/Town planning				
3	Geotechnical Investigation				
4	Land Survey				
5	Traffic Impact Assessment				
TOTAL					

Completion of the above Annexure is compulsory. Further cost breakdowns below headings 1-3 can be provided in the proposal in a separate table at the discretion of the bidder.

