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| Attention | : | Prospective Bidders |
| From | : | Supply Chain Management |
| Date | : | 12 May 2023 |
| Bid Number | : | Bloemfontein – RFP2023/1/NYDA Cape Town - RFP2023/2/NYDA Emalahleni/Witbank – RFP2023/3/NYDA Polokwane – RFP2023/4/NYDA Secunda – RFP2023/5/NYDA Tshwane – RFP2023/6/NYDA |
| Bid Title | : | ADVERTISEMENT OF THE LEASE OF CORPORATE OFFICE SPACE FOR NYDA BRANCHS OVER A PERIOD OF SEVEN (7) YEARS. |

YOU ARE HEREBY ADVISED OF THE ADMINISTRATIVE REGULATIONS AND PROCEDURES

- o Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms if it is between parties in a horizontal relationship and if it involves collusive Bidding (or Bid rigging). Collusive Bidding is a per se prohibition meaning that it cannot be justified under any grounds. It undermines the fair determination of a supplier, corruptly eliminating free and open competition. Therefore, it is not allowed.

1. QUESTIONS AND ANSWERS DURING/AFTER THE COMPULSORY BRIEFING SESSION HELD ON THE 3rd of MAY 2023 AT 11H00

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| 1.1 | Question | : | Is it an advantage if you have more space (Sqm) available |
| | Answer | : | No |
| 1.2 | Question | : | Is the CVs of the professional team required before or after work is done |
| | Answer | : | The CVs of the professional team should form part of the proposal. This means the CVs are required before work is done |
| 1.3 | Question | : | Is there a range in Sqm? |
| | Answer | : | 430sqm to 500sqm or 530sqm to 600sqm We do not consider bids with less than the minimum sqm and for sqm over the maximum NYDA will not pay for the extra sqm over the maximum and bidders are to provide the space free of charge |
| 1.4 | Question | : | Is all the content which was presented at the briefing session part of the tender documents? |
| | Answer | : | Yes |
| 1.5 | Question | : | Does the tenant allowance still apply to a bidder where NYDA is currently the existing tenant of the required bid? |

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| | Answer | : | Yes, the tender process is an independent process from any current lease agreement. |
| 1.6 | Question | : | How does the demolition cost apply to the landlords' responsibilities and to the cost of the tender? |
| | Answer | : | In terms of the T.O.R, demolition of the building back to white shell at the end of the lease agreement is the responsibility of the landlord. Therefore, the landlord should include the calculations of such demolition to the bidding price of the tender in the pricing template. |
| 1.7 | Question | : | How will overruns be treated in relation to the tenant installation? |
| | Answer | : | NYDA will cover all overruns which falls outside the five (5) month tenant installation. These overruns will be agreed upon upfront before implementation/commandments and paid once-off at the bill of quantities. |
| 1.8 | Question | : | Is there a perimeter boundary of the city center for the proposed office space? |
| | Answer | : | Yes, the ideal boundaries should be inside the CBD of the area and not further than five (5) kilometers away from public transport |
| 1.9 | Question | : | Would the NYDA consider a tenant installation of less than five (5) months? |
| | Answer | : | No, as per the T.O.R the minimum allowed tenant installation is five (5) months |
| 1.10 | Question | : | Should the testimonial letters in the proposal be from different clients |
| | Answer | : | Yes |
| 1.11 | Question | : | How should costing be done of additions and alterations as there is no design? |
| | Answer | : | The final floorplan will be discussed and agreed on with the appointed landlord. The floor-plan provided in the T.O.R should be used as a example of the NYDA needs in terms of the characteristics of the proposed space |
| 1.12 | Question | : | Will a Deed of Sale be accepted as proof of ownership? |
| | Answer | : | Yes |
| 1.13 | Question | : | Does the owner or bidder need to be registered for B-BBEE? |
| | Answer | : | No, B-BBEE does not play a role in the tender process as the 80/20 system where 20 for B-BBEE does not apply. The bidding entity should view SBD 6.1 |
| 1.14 | Question | : | Who do the 20points of the 80/20 system apply to? (The owner, bidding company or agent) |
| | Answer | : | The 20points are calculated to the bidding entity who is apply for the bid (And company who is autorised and has permission to propose a office space). Note – providing that the ownership of the bidding entity qualifies for the allowed allocated points. |
| 1.15 | Question | : | How does the "original and copy" of the submission work? |

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| | Answer | : | One original hardcopy version must be the original submission, clearly marked "Original" and a softcopy/electronic version in PDF-Format digital copied versions of the original. |
| 1.16 | Question | : | Where must bids be submitted? |
| | Answer | : | NYDA Head Office 54 Maxwell Drive Woodmead (Woodmead North Office Park, Block A, NYDA Building) |
| 1.17 | Question | : | Will there be a public opening of the tender? |
| | Answer | : | No Bids received at the time of closing will be published on the NYDA website. |
| 1.18 | Question | : | Which of the buildings requires which sqm range? |
| | Answer | : | Officer requiring 530sqm to 600sqm: Bloemfontein – RFP2023/1/NYDA Cape Town – RFP2023/2/NYDA Polokwane – RFP2023/4/NYDA Tshwane – RFP2023/6/NYDA Officer requiring 430sqm to 500sqm: Emalahleni/Witbank – RFP2023/3/NYDA Secunda – RFP2023/5/NYDA |

2. ANNEXURES

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| 3.1 | Presentation | Annexure A |
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54 Maxwell Drive | Woodmead North Office Park | Woodmead | 2191
P O Box 982 | Halfway House | Midrand | Johannesburg | Gauteng | South Africa | 1683
Tel: +27 11 651 7000 | Fax: +27 86 539 6926 | e-mail: info@nyda.gov.za | www.nyda.gov.za

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