

**Request For Proposal for Turnkey Developments for Social or  
Affordable Housing**

**FOR**

**Johannesburg Social Housing Company (JOSHCO) Within the City of  
Johannesburg**

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## 1. INTRODUCTION

Johannesburg Social Housing Company, hereafter referred to as JOSHCO (Reg. No. 2003/008063/07), an Agent of the City of Johannesburg Metropolitan Municipality, is seeking to purchase vacant land or Land for redevelopment of social housing units within the Jurisdictions of the City of Johannesburg. All proposed properties must be of sufficient size to accommodate not less than 500 social housing units, parking, waste area and other functionalities which enhances tenant's livelihood within the property

**JOSHCO** was established by the City of Johannesburg as its preferred implementing agents for social housing developments and management of rental accommodation for low-income earners within the Joburg metropolis.

JOSHCO's aim is to provide long-term, safe, quality housing at best value whilst locally building integrated and sustainable communities. JOSHCO is primarily a service organization, housing people in need and managing the property whilst responding to, engaging with, and involving local people to make social housing sustainable.

Our core business is Development and Management of social housing units in a sustainable way, allowing people and families to enjoy, live and settle within communities.

The Institution currently provides and manages over 8000 social housing units

As part of the ongoing growth and development of the Institution, JOSHCO wishes to engage and negotiate with landowners or agents acting on their behalf to procure suitable Land for Social housing within the Johannesburg area.

This document sets out the terms and conditions under which the landowner/agent submits a proposal and the basis on which JOSHCO will determine which Submission(s) will be progressed further. This notice sets out to explore the availability of suitable and developable land opportunities that JOSHCO may procure from the open market on acquisition basis to assist in the delivery of social housing units, based upon a clearly identified set of the criteria.

Proposals will be evaluated mainly on the following criteria:

1. Purchase Terms and Conditions
2. Catalyst for Neighborhood Revitalization or Impact
3. Locational Attributes and Site Information
4. Public and Municipal Services Availability
5. Property Environmental Matters
6. Encumbrances
7. Zoning and Land Use Matter
8. Land size and unit Yield

## **2. INFORMATION FOR APPLICANTS**

Applicants are requested to note the following:

- 2.1 This RFP is governed generally by public procurement laws of Treasury, the City of Johannesburg, and Johannesburg Social Housing Policy
- 2.2 This RFP replaces and supersedes all previous documentation, communications, correspondence between JOSHCO and the Applicant. Applicants should not place any reliance on previous documentation, communications or correspondence that may have been submitted in relation to this proposal.
- 2.3 All costs associated with the preparation and submission of the RFP proposals, including the engagement of design consultants, securing planning permission etc. are to be considered as work at risk and will be the sole responsibility of the Applicant regardless of the outcome of the process, including the abandonment of the process by JOSHCO.
- 2.4 Following the review of all submissions, JOSHCO may elect to contract with one, several or none of the Applicants. No legal relationship or other obligation in relation to the development of any Scheme shall arise between the Applicant and JOSHCO unless and until a Contract which is the subject of this RFP is formally executed in writing by JOSHCO and the successful Applicant (if any) and all Conditions Precedents to the effectiveness of any such Contract have been fulfilled. Nothing in this RFP is or shall be relied upon as a promise or representation as to JOSHCO's ultimate decision in relation to the award of any Contract.
- 2.5 The content of this document is for information purposes only and may not be used for any purpose save in connection with the RFP Submission. No part of this document, in whole or in part, may be reproduced, stored, transmitted, or used for design purposes without the prior written permission of JOSHCO.
- 2.6 Each Applicant's acceptance of delivery of this RFP constitutes its agreement to, and acceptance of, the terms of the competition. In particular, Applicants must:
  - (i) comply with the requirements and instructions specified in this RFP; and
  - (ii) when preparing their Submissions, follow the format specified in this RFP and include all information specified in this RFP

**3. OBJECTIVE, SCOPE AND SUBMISSION REQUIRED**

The following scope applies to any property put forward by Proposer: Suitable land for social housing schemes should typically comprise a mix of house types ranging from one and two beds and be in areas of high housing demand and within Transport corridors.

Proposals are invited from suitable applicants to provide vacant land or land for redevelopment of not less than 500 social housing units.

Submissions must be on The Following Basis Below”:

**PROPOSER’S RESPONSE SHEET**

Proposed Property \_\_\_\_\_

Address/Location \_\_\_\_\_

**1. Purchase Terms and Conditions**

a) Purchase Price \_\_\_\_\_

b) Other Terms and Conditions

\_\_\_\_\_

**2. Catalyst for Neighborhood Revitalization**

- a) Provide a description of how the proposed parcel(s), if developed by JOSHCO, would socially and economically benefit the surrounding neighborhood.
- b) Provide any related studies, long-range economic development plans, or other similar documentation that demonstrates the revitalization or development opportunities of the surrounding neighborhood.

**3. Locational Attributes and Site Information**

- a) It is preferred that the site be located within the City of Johannesburg municipal jurisdiction geographic area as shown on aerial photograph
- b) Provide a legal description of the proposed Property
- c) Provide evidence of ownership or control of each proposed Property
- d) Provide a site plan or land survey information, if available, of the proposed Property including any existing building(s), structure(s), parking lot, water towers, above ground towers, above and, ingress/egress, and utilities, including but not limited to cellular towers and high-tension wire towers

- e) It is preferred that the location be on or within a transport node with regular transport service several times a day, with at least bus and taxi stop within the immediate proximity of the location with an accessible sidewalk route to the building; provide these details for the proposed Property
- f) The site should have access to major roads, easily located with minimal provide these details for the proposed Proper turns, and readily visible.

**4. Public and Municipal Services**

Public Services		
		Nearest Location
Police Services		
Fire Services		
Health Services		
Schools		
Shopping Centre		
Municipal and Related Services		
	Bulk Availability	Availability Site
Electricity		
Water and Sewer		
Fibre Optics		
Cable/Internet		
Telephone		
Natural Gas		
Other		

**5. Property environmental matters**

- a) Describe any known environmental issues associated with the proposed Property
- b) Provide any copies of any environmental studies and testing results which are in the possession of the owner information on any current, pending or required remediation activities on the proposed property
- c) It is preferred that the selected Property is vacant and free of environmental contaminants, on the date of closing.

**6. Encumbrances**

- a) Provide information regarding any current or pending special assessments levied against the proposed Property. Proposers, at Proposer’s sole cost, shall be responsible for the payment of all special assessments, prior to closing.
- b) Provide information on all known easements
- c) Indicate any known deed restrictions and/or other use restrictions

d) Indicate whether that are any known encroachments

**7. Zoning and Land Use Matters**

a) Provide information regarding the current zoning and land use classification.  
Closing on the selected

Property will be contingent upon the State's ability to secure the proper zoning for its intended use.

b) Provide documentation of all violation notices, notices of pending rezoning or land use

reclassifications and all pleading or filings pertaining to zoning or land use actions or proceedings.

c) Provide any opinions of counsel as to zoning or land use matter in owner's possession

d) Provide copies of any agreements, orders or decrees concerning impact fees, linkage fees, and exactions

**8. General Information (attach the following information – not included in grading)**

a) Provide address, parcel ID and legal description

b) Identify the current owner of record and period of ownership

c) Identify all present uses

d) Identify all past uses, if known

e) Describe any buildings currently on the Property

i. If known, indicate the presence of any contamination or hazardous material within the building (e.g., asbestos, lead paint, etc.)

ii. Provide information on any current, pending or required remediation within the building.

f) Describe any structures currently on the Property, such as, water towers, above ground towers, above and underground storage tanks, cellular towers, high tension wire towers.

g) Describe any building(s) or structure(s) previously on the Property, if known

**9. SUBMITTED BY:**

Proposer's Contact Information    Proposer's Agent Contact Information (if different)

\_\_\_\_\_

Company Name Agent/Firm Name:

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Full Address (street and city) Full Address (street and city)

---

Telephone Number (Office/Mobile) Telephone Number (Office/Mobile)

---

Email Address Email Address

---

Contact Name

---

Signature

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## 5. SUBMISSION OF PROPOSALS

### 5.1 Structure of the Submission

This is rolling call for the RFP with the request maintained and updated as necessary on JOSHCO's website.

### 5.2 Amendments & Clarifications

If for any reason, JOSHCO is of the opinion that a clarification and/or amendment is required to be made to this RFP then JOSHCO shall be entitled to make any such clarification and/or amendment at any time and shall be under no obligation to explain any such clarifications or amendments to Applicants.

### 5.3 Applicants Seeking Clarifications

All enquiries or requests for clarification by an Applicant should be emailed to the following contact point: [tenders@JOSHCO.co.za](mailto:tenders@JOSHCO.co.za)

The above contact point is the only point of communication that an Applicant should have with JOSHCO in connection with this competition. No approach should be made by an Applicant (or any person associated with an Applicant) to any other employee, servant, agent or advisor to JOSHCO in connection with this RFP.

Verbal queries or requests for clarification will not be considered by JOSHCO.

If an Applicant believes a query/request and/or its response relates to a confidential or commercially sensitive aspect of its business or proposals, it must mark the query/request as "confidential" or "commercially sensitive" (as the case may be) and provide a statement

of the reasons why the query/request is considered to be confidential or commercially sensitive.

#### **5.4 Ambiguities**

Applicants shall immediately notify JOSHCO should they become aware of any ambiguity, discrepancy, error or omission in this RFP and any accompanying documents.

#### **5.5 Validity Period**

Submissions shall remain open for acceptance for a period of 3 (Three) months from the time of submission to JOSHCO or any longer period agreed with JOSHCO.

#### **5.6 Conflict of Interest**

The onus is on Applicants to ensure that no actual or potential conflict of interest arises. Any actual or potential conflict of interest involving an Applicant must be fully disclosed to JOSHCO as soon as such actual or potential conflict becomes apparent.

In the event of an actual or potential conflict, JOSHCO shall in its absolute discretion decide on the appropriate course of action. JOSHCO reserves the right to reject a submission if an actual or potential conflict of interest exists and, in the view of JOSHCO, it cannot be avoided.

#### **5.7 Registrable Interests**

Any registrable interest involving an Applicant must be fully disclosed in the submission. In the event of such information only coming to an Applicant's notice after making a Submission and prior to the award of the Contract, it should be communicated to JOSHCO immediately upon it becoming known to the Tenderer.

JOSHCO shall, in its absolute discretion, decide on the appropriate course of action, which may without limitation, include terminating a Contract entered into with an Applicant.

#### **5.8 Canvassing**

If any Applicant (or a person associated with an Applicant), in connection with the submission either:

- (a) canvasses or offers any inducement, fee or reward to any employee, servant or agent of JOSHCO or its professional advisors; or
- (b) does anything which would constitute a breach of the procurement

- (c) approaches any employee, servant or agent of JOSHCO or its professional advisors except as authorised in this RFP, including for the purposes of soliciting the employment of any such persons:

that Applicant's submission may be rejected, without prejudice to any other civil remedies available to JOSHCO and without prejudice to any criminal liability which such conduct may attract.

## **5.9 Collusion**

Any Applicant who in connection with this Expression of interest (EoI) either:

- (a) fixes or adjusts the manner or context of its Submissions by or in accordance with any agreement or arrangement with any other Applicant; or
- (b) enters into any agreement or arrangement with any other Applicant that it shall refrain from participating in the Competition or any part of it; or
- (c) causes or induces any person to enter such agreement as is mentioned in this paragraph or to inform the Applicant of its Submissions or their content; or
- (d) offers or agrees to pay or give or does pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done any act or omission which is likely to affect competition or any other Submission or proposed Submission; or
- (e) communicates to any person other than JOSHCO or Group members the contents of its Submissions (except where such disclosure is made in confidence to obtain quotations necessary for the preparation of the Submissions) or carries or any other form of co-operation or collusion which JOSHCO considers had actually or potentially undermined competition;

may be disqualified without prejudice to any other civil remedies available to JOSHCO and without prejudice to any criminal liability which such conduct may attract.

## **5.10 Confidentiality**

All documents issued and information given to the Applicants shall be treated by the Applicants as confidential. Applicants shall not release details of the documents other than on a confidential basis to those who have a legitimate need to know or whom they need to consult, for the purpose of preparing their Submissions.

Applicants shall not at any time release information concerning this RFP for publication in the press or on radio, television, screen or any other medium.

JOSHCO shall have the right to publicise, or otherwise disclose, to any third party, information regarding the Submission or the Contract, the identity of Applicants (including details of their respective members, representatives, advisors, consultants, servants and/or agents), at any time.

### **5.11 Data Protection**

Should any personal data (as defined in the Data Protection Legislation) be made available as part of the Competition, the Applicant will ensure it complies with the provisions of the Data Protection Legislation including, without limitation:

- (a) ensuring that it has in place an appropriate notification on the register maintained by the Information Commissioner (as defined in the Data Protection Legislation);
- (b) only processing such personal data in accordance with the instructions of JOSHCO;
- (c) ensuring it destroys all such personal data when it is no longer required for the purposes for which it was made available to the Tenderer; and
- (d) taking all necessary organizational and technical measures to protect the personal data from unauthorized disclosure.

## **6. FORMAT AND DELIVERY OF SUBMISSIONS**

### **6.1 General**

Submissions must be fully compliant with the requirements of this RFP Without prejudice to JOSHCO's right to request clarifications from an Applicant, the Authority reserves the right at its absolute discretion to reject any submission which lacks any of the information required by this RFP at the closing date and time. Please refer to Checklist of documentation that must be provided as part of the submission.

All submissions must be in the English language. Any specified word or page limits must be adhered to – additional wording or pages will simply not be assessed.

Applicants must not make assumptions that JOSHCO has experience of their organization or activities, even if that Applicant is currently contracted to or has been previously contracted to JOSHCO. Applicants will only be evaluated based on the information provided in their Submission and other responses provided to JOSHCO in the course of the submission.

Each Applicant should ensure that its submission is compliant, comprehensive and clear. JOSHCO reserves the right, but shall not be obliged, to reject any submission which does not fully comply with the requirements set out in this RFP or is ambiguous. If a submission fails to so comply, is qualified, is ambiguous, or could be construed as rendering the submission equivocal and/or placing it on a different footing from other submissions, JOSHCO shall be entitled (but shall not be obliged) to take such steps as it considers appropriate, at its sole discretion, including (but not limited to):

- (a) to reject the submission as non-compliant.
- (b) without prejudice to JOSHCO's right to reject the tender:
  - (i) to meet with, raise issues and/or seek clarification from the Applicant in respect of its submission;
  - (ii) to request the Applicant to provide JOSHCO with information or items which have not been provided or have been provided in an incorrect form or on an incorrect basis;
  - (iii) to waive a requirement which, in the opinion of JOSHCO, is minor or procedural;
  - (iv) to amend or clarify the requirements of this RFP and invite Applicants to adjust their submissions on the basis of such revised or clarified requirements

### 6.3.2 Minimum Requirement

#### A. Tax Clearance

Tenderers are required to provide with their submissions evidence of a valid tax clearance certificate from SARS.

Alternatively, Applicants may give JOSHCO permission to check their tax clearance status by quoting their Revenue customer number and tax clearance certificate<sup>4</sup>.

**Proximity.** Please explain on 2 x A4 pages (in Ariel font size 12 single spaced) the proximity of the Proposed site to each of the following facilities (specifying the distance (in meters/kilometer's) to each of the following and the nature of the facility in question):

#### (a) Public Services

Public transport, good road network, public car parking, park & ride facilities, cycle route & parking facilities;

**(b) Primary Services**

Schools, creche, hospital medical facilities, supermarket, Post Office, Bank, Daycare centres and other retail services;

**(c) Amenities**

Playgrounds, parks, libraries, sports facilities, swimming pools, & other private or public leisure facilities such as cinema, community centres, children's play centres.

**EVALUATION AND AWARD**

**7.1 Pre qualifications requirements**

1. Building or Land Parcel located within the City of Johannesburg located in the within the spatial development framework 2040.
2. Town planning Stage 2 – 3 documentation signed off and approved by the relevant professionals and statutory body- attach the Council Approvals
3. Proposed Sale Amount & COJ Municipal Accounts statement
4. Responsive to local demand: Market study
5. Land or building valuation Report
6. Copy of Title deed for land or building in question
7. Geotech investigation report

**8. Proposal of turnkey development**

Bidders to submit a Detailed Turnkey proposal; with at least the following included:

- Concept Document
- SDP and technical studies reports (Outline Scheme Report, TIA)
- List of MOE or Council Approvals (attach each support letters with comments)
- Cost Estimates Bill of Quantities and Cost Per unit price
- Proposed Construction Program
- Letter of intent for financial support or possible guarantees if awarded

**Technical Functionality Criteria : Refer to tender document for detailed breakdown and scoring:**

Item Required	Mandatory Requirements	Points Allocated
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Appointment letter as a developer development manager	Should be on the letterhead of the client, Project or development value clearly stated reference contact details of the client	
Reference letter for work completed as a developer	Should be on the letterhead of the client, Project or development value clearly stated reference contact details of the client & pictures of the completed structures.	

It is mandatory to submit a signed copy of the service level agreement or contract with the client for the above-mentioned development or project or no points will be allocated.

**-Experience of Construction Company**

It is mandatory to submit following to achieve the score required:

- Four (4) Appointment letters with signed service level agreements or contract for each appointment letter strictly high-rise buildings
- Construction company profile and CIDB 9GB
- Bank Rating letter or letter of good standing with Bank
- Letter of Support or Intent to get the project guarantees

<b>Item Required</b>	<b>Mandatory Requirements</b>	<b>Points Allocated</b>
Appointment letter as a grade 9 construction company	Submit CIDB grading report	
Reference letter for work completed as a developer	Should be on the letterhead of the client, Project or development value clearly stated reference contact details of the client & pictures of the completed structures.	

**-Experience of Professional Team**

List of Professional team with professional body certification with CVs outlining track record must include a Town Planner, Development Manager and Quantity Surveyor and Civil Engineering personnel.

**-Directors of the turnkey development**

ID Copies and CVs of Directors

***Submission of any other relevant information***

**7.2 7.1 Award Criteria**

Submissions will be considered on their own merit and a review of each proposal received will be completed in order to determine whether the RFP complies substantially with JOSHCO's stated requirements on page 17. A separate financial analysis will also be completed to determine whether the RFP represents value for money in comparison to similar properties available in the market and an assessment of project costs, verification of the information or due diligence checks and viability of the proposal in terms of securing the funding necessary to complete.



LAND EVALUATION CHECK LIST FOR TECHNICAL EVALUATION COMMITTEE			
Description For Evaluation	Yes	No	Comment / Details if any
Is the project within a Restructuring Zone			
Site Development Plan (SDP) or site lay-out plan preferably in DWG and Surveyor General Diagrams			
Land Use and/or Zoning Certificates			
Conditions of Township Establishment			
Services Agreement with the Municipality			
Engineering Report			
Proclamation certificates, Section 101 or Section 82 Certificates			
Environmental Impact Assessment Report and Environmental Authorisation			
Market studies, Integrated Development Plan, Spatial Development Framework or Housing Sector Plans			
Title deeds			
Confirmation of Rights to Land (Lease hold agreement/Offer to Purchase (30 years and above)			
Geotech Reports			
Cadastral Plans (Layouts)			
Details of Local Authorities			
Water and Sewer agency			
Roads and Stormwater agency			
Bulk Water available			
Bulk Electricity available			
Bulk Sewage System available			
Water Source			
As-built drawings (all services) if available			
Capacities of reservoirs, treatment plant within the site			
Land Size minimum 4 hectares ( <b>Please specify</b> )			
Property Value (excl.) VAT			
<b>Land Location</b> ( <i>specify under comments</i> )			
Western			
South			
North			
Eastern			