

UNIVERSITY OF THE
WITWATERSRAND,
JOHANNESBURG



Project No: FRNK001

**The Erection and Maintenance and Leasing of
Advertising Billboards at Frankenwald Estate,
Bucleuch**

PROCUREMENT DOCUMENT

August 2019

Issued by:

**University of the Witwatersrand,
Johannesburg**

Re-Imagining Wits Properties Programme
(RWPP)

PO Box 698, Wits 2050
3 Jubilee Road, Parktown, Johannesburg

Name of Tenderer:

WITS
UNIVERSITY



University of the Witwatersrand, Johannesburg

Project no: FRNK001

**Erection, Maintenance and Leasing of
Advertising Billboards at the Frankenwald
Estate, Buccleuch**

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T1.1 Tender Notice and Invitation to Tender

The University of the Witwatersrand, Johannesburg, is seeking an income from Billboards to be erected on appropriate portions of the Frankenwald Estate ((Buccleuch Extension 2 on Portion 5 (a portion of Portion 1) Bergvlei 37 IR). Accordingly, proposals are requested from experienced Advertising Agencies for the erection, maintenance and leasing to advertisers of advertising billboards over a three-year term.

The University owns the Frankenwald Estate which is currently an undeveloped tract of land measuring 290, 69 hectares and lies to the North of the Marlborough Gauteng Train Station between the M1 motorway and the N3 Eastern Bypass, in Buccleuch, Sandton. Tenders are invited to submit a proposal to erect, maintain and lease to advertisers of advertising billboards so as to provide an income to the University. The Tenderer is responsible for securing the applicable rights to erect and conduct such business.

Documents **MUST BE** downloaded from the University's website prior to attending the Compulsory Clarity Session in order to understand the scope and the requirements, <http://www.wits.ac.za/about-wits/tenders/> from **Monday, 26 August 2019. Please ensure that you confirm your eligibility to tender prior to the briefing session, by reviewing the criteria stated in the tender documents.**

A **compulsory clarification** meeting with representatives of the University will take place at Campus and Development Planning Offices, University of the Witwatersrand, 3 Jubilee Road, Parktown, and Johannesburg on **30th August 2019 starting at 11h00.**

Queries relating to the issue of these documents may be addressed in writing to Naledi Mathabathe, email Naledi.Mathabathe@wits.ac.za

The closing date and time for receipt of tenders for Project no: FRNK001 is Friday, 6th September 2019 at 12h00 to be delivered at Campus and Development Planning Offices, University of the Witwatersrand, 3 Jubilee Road, Parktown.

Shortlisted Tenderers may be given the opportunity to make presentations to the University and will be advised of the date and time.

The University reserves its right to proceed with this request for information in full, in parts or not at all and call for a new RFP in the event of an unsatisfactory reply to this RFP invitation.

The conditions of tender, tender instructions, detail regarding the compulsory briefing meeting and detail regarding the shortlisted tender presentations are stated in the Tender Data of the Tender Invitation Documents. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Tenders may only be submitted on the tender documentation. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.



Erection, Maintenance and Leasing of Advertising Billboards at the Frankenwald Estate, Buccleuch

T1.2 Tender Data

The conditions of tender are those contained in the latest edition of SANS 10845-3, *Construction Procurement – Part 3: Standard conditions of tender*.

SANS 10845-3 makes several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3.

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The Land Owner is the University of the Witwatersrand, Johannesburg.
3.2	The tender documents issued by the Land Owner comprise the documents listed on the contents page.
3.4	The Land Owner's agent is: Name: Naledi Mathabathe Tel: 011 717 9089 Email Naledi.Mathabathe@wits.ac.za
3.4	The language for communications is English.
3.6	Option 1 of the proposal procedure using the two stage-system shall be applied i.e. the proposals of tenderers will be evaluated in the first stage and a contract will be negotiated with the preferred tenderer in the second stage
4.1	Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submissions are eligible to submit tenders and have their tenders evaluated: a) The tenderer demonstrates previous experience in the erection of such billboards and demonstrable past advertising sale revenue from billboards b) The tenderer has prior experience in planning and approval applications from the relevant authorities c) The tenderer is able to provide financial statements complying with applicable legislation for the last two preceding financial years within 12 months of the financial year end. d) The tenderer submits evidence of its BEE Status
4.7	The arrangements for a non-compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender.
4.10	Tenderers are required to state the rates and currencies in South African Rand.
4.12	No alternative tender offers will be considered.
4.13.1	Parts of each tender offer communicated on paper shall be submitted as originals, plus 6 copies.

4.13.5 4.15	<p>The Land Owner's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are:</p> <p>Location of tender box: Foyer of the Campus Planning and Development Department's Offices</p> <p>Physical address: 3 Jubilee Road, Parktown Johannesburg 2193</p> <p>Identification details: Tender no, Title of Tender and the closing date and time for submissions</p>
4.13.4	The tenderer is required to submit with an original Tax Clearance Certificate or a Certificate with PIN issued by the South African Revenue Services
4.13.5	The "ORIGINAL" and "COPIES" are to be submitted as separate packages.
4.13.6	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
4.15	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.
4.16	The tender offer validity period is 12 weeks.
5.1	The Land Owner will respond to requests for clarification received up to 5 working days before the tender closing time.
5.2	The Land Owner may issue addenda until 3 working days before tender closing time.
5.4	Tenders will be opened immediately after the closing time for tenders at 12:00 hs
5.11.3	The procedure for the evaluation of responsive tenders is Method 1 (Financial offer)
5.13	<p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> a) the tenderer provides written proof from SARS that the tenderer either has no tax obligations or has made arrangements to meet outstanding tax obligations; b) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and c) the tenderer has not: <ul style="list-style-type: none"> i) abused the Land Owner's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given a written notice to this effect; and
5.17	The number of paper copies of the signed contract to be provided by the Land Owner is one (1)
	<p>Additional condition of tender</p> <p>The Land Owner may decline to enter into a contract with any tenderer.</p> <p>The Land Owner may decline to enter into a contract with the highest ranked tenderer should the proposed Heads of Agreement present an unacceptable commercial risk.</p>



University of the Witwatersrand, Johannesburg

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T.2.1 List of returnable documents

The tender must attached to the tender submission a:

- Tax Clearance Certificate issued by the South African Revenue Services or a Certificate with PIN issued by the South African Revenue Services provide
- Financial statements complying with applicable legislation for the last two preceding financial years within 12 months of the financial year end.
- Proof of previous experience in the erection of such billboards and demonstratable past advertising sale revenue from billboards
- Proof of prior experience in planning and approval applications from the relevant authorities

The tenderer must complete the following returnable schedules:

- Record of Addenda to Tender Documents
- Schedule 1: Proposal for billboards outlining
 - How many billboards are proposed
 - The total size of land required;
 - How the billboards will be fenced and secured;
 - How the billboards will be access and serviced; and
 - A set of scale drawings in plan and section
- Schedule 2: Experience of the tenderer
- Schedule 3: Annual Financial Statements Declaration

Record of Addenda to tender documents

We confirm that the following communications received from the Land Owner before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed _____ Name _____ Tenderer _____	Date _____ Position _____
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Schedule 1: Proposal for Erection, Maintenance and Leasing to Advertisers of Advertising Billboards at the Frankenwald Estate, Buccleuch

The University of the Witwatersrand is seeking an income stream from the leasing of portions of the Frankenwald Estate for the erection, maintenance and leasing of billboards over a five year term (see Annexure 1).

Tenderers are invited to submit proposals for leasing one or more portions of land. Such proposals shall as a minimum:

- 1) describe the nature and size of the billboards which are proposed and clearly indicate their location;
- 2) outline the process to obtain the necessary approvals to erect the proposed billboard(s), including a draft programme and a payment schedule of amounts to be paid during the period between the tender award and the regulatory approval;
- 3) provide a monthly schedule of the proposed income that the University will receive for the lease of a portion of the estate over the 5 year term of the lease; and
- 4) heads of agreement which includes conditions covering the following:
 - a) Lease payments shall be on a monthly basis with the first payment being due the month after the contract comes into effect.
 - b) The term of the agreement shall be 5 years with an option to renew it should both parties agree for a further period of 3 years.
 - c) The lessee shall be responsible for complying with all legislation governing the planning, design, erection and maintenance of the billboards, including National Building Regulations issued in terms of the National Building Regulations and Standards Act of 1977, the Construction Regulations issued in terms of the Occupational Health and Safety Act of 1993, the Sanral Regulations on Advertising on or visible from National Roads, and the City of Johannesburg's Outdoor Advertising By-Law of 2017 issued in terms of section 13(a) of the Local Government: Municipal Systems Act, 32 of 2000, read with section 162(2) of the Constitution of 1996. The lessee shall in this regard appoint a suitably qualified Professional Engineer or a Professional Engineering Technologist registered in terms of the Engineering Professions Act of 2000 to undertake the confirmation of the structural safety of the proposed advertising sign and its foundations during its erection in terms of the National Building Regulations and the ongoing inspections required in terms of Regulation 11(2) of the Construction Regulations aimed at ensuring that the billboards remain safe for continued use. The lessee shall undertake to provide the Land Owner with all certifications or reports prepared by such persons within one month of such certifications or reports being lodged with the lessee.
 - d) The lessee shall maintain the billboard in such a manner that it remains safe for the duration of the lease.
 - e) The lessee shall remove the billboard and its foundations upon the termination of the lease or if the billboard is found to be unsafe or if the Johannesburg City Council orders its removal for any reason.

The tenderer is to attach responses to the above to this schedule.

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity, confirms that the contents of this schedule are within my personal knowledge and to the best of my belief fairly and reasonably represent the proposals to realise an income stream for the University.

Signed	Date
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Name	Position
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<i>Tenderer</i>	

Evaluation Schedule 2: Experience of the tenderer

The tenderer must outline his or her experience in leasing property for the purpose of erecting, maintaining and leasing billboards, briefly describing the nature of the bill boards and the quantum of such leases, over the last five years and attach this to this schedule.

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity, confirms that the contents of this schedule are within my personal knowledge and to the best of my belief fairly and reasonably represent the experience of the tenderer in previous projects involving the leasing of property for billboards.

Signed	Date
-----	-----
Name	Position
-----	-----
<i>Tenderer</i>	

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Contract

Based on the submitted heads of agreement the University will enter into a NEC3 Term Service Contract for the supply, installation and maintenance of a billboard service on its property for a period of three (3) years, with a renewal option exercised at the discretion of the University.



Erection, Maintenance and Leasing of Advertising Billboards at the Frankenwald Estate, Buccleuch

Annexure 1: The Frankenwald Estate



Figure 1: The Frankenwald Estate