



City of Johannesburg
Johannesburg Roads Agency

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NOTICE TO BIDDERS

The JRA's mandate in terms of the Service Delivery Agreement (SDA) with the City of Johannesburg is the responsibility for the construction, maintenance, and management of the infrastructure networks associated with the roads, road services, storm water, footways, railway sidings and traffic mobility management. The JRA encourage creation of employment through the use of SMME, black economic empowerment and enterprise development. In that regard bidders are hereby invited for the following:

Bid No	Bid Description	Functional Evaluation Criteria			Bid Closing date and time	Bid Amount	Compulsory briefing session
		Category	Evaluation	Points			
JRA 20/100	APPOINTMENT OF A SUITABLY QUALIFIED CHANGE MANAGEMENT (CM) SPECIALIST TO MANAGE THE ORGANIZATIONAL CHANGE PROCESS DURING THE ROLL-OUT OF THE ORGANIZATION DESIGN PROJECT AND IMPLEMENTATION OF THE REVISED ORGANIZATIONAL STRUCTURE.	Company Experience	Bidders must have three (3) to five (5) years' experience in conducting integrated Change Management (CM) projects at various large organizations.		26 th October 2020 at 11:00am	N/A available on JRA Official website as from 7 th of October 2020	N/A
			Five (5) years' and more experience	10			
			Three (3) years' and less than Five (5) years' experience	7			
			Less than three (3) years' experience	0			
		Completed Projects	Bidder must demonstrate that they have successfully completed at least three (3) Bid related projects in conducting experience in conducting integrated Change Management (CM) projects at various large organizations, (Company must provide a record of previous projects delivered to organizations. Provide client references and contact numbers).				
			More than three (3) bid related projects completed; each project to a value of R 350 000.00 or more.	15			
			Three (3) bid related projects completed; each project to a value of R 350 000.00 or more.	11			
			Less than three (3) bid related projects completed; each project to a value of or less than R 350 000.00.	0			
		Company resources: Team Leader	The Project Team Leader must have at least five (5) years' experience in conducting Change Management projects (CM) projects, at various large organizations. Submitted CV's should all be related to the bid, clearly cross referenced to the CV template (JRA26) and attached as specified.				
			More than five (5) years' experience	20			
			Five (5) years' experience	14			
			Less than five (5) years of experience	0			
Company resources: Number of Duly experienced nominated Staff/Consultant.	A bidder must submit Comprehensive CV's (inclusive of certified qualifications, expertise and skills) of the nominated team members who are going to be utilized on the project. A minimum of 3 years' experience in related (CM) projects to be clearly highlighted. Submitted CV's should all be related to the bid, clearly cross referenced to the CV template (JRA27) and attached as specified.						
	More than three (3) duly experienced consultants	20					

			Three (3) duly experienced consultants	14			
			Less than three (3) duly experienced consultants available	0			
		Project proposal & Project plan	Bidders must submit a project proposal & comprehensive project plan which should illustrate the below but not limited to; Company Profile, Project Methodologies relating to project deliverables, Milestones, timelines, Quality Assurance, Project phases & skills transfer strategies.				
			100% of JRA's Requirements are met	35			
			80% and less than 100% of JRA's Requirements are met	28			
			70% but less than 80% of JRA's Requirements are met	25			
			Less than 70% of JRA's Requirements are met	0			

The Bid documents will be available for download from the JRA website starting on 7th October 2020 (www.jra.org.za/procurement/tenders) and the Official bid closing date is the 26th of October 2020 at 11:00am (JRA Head Office 75 Helen Joseph street, Johannesburg CBD) Ground floor.

Bidders who fail to meet minimum 70% or 70 points set threshold on functionality will not be evaluated further for price and preference points for B-BBEE.

Bidders that scored the minimum of 70% or more for functionality will be further evaluated on the 80/20 preference point principle. 80% of the points will be awarded for Price and 20% for a valid SANAS accredited B-BBEE contributor level certificate or a certified affidavit submitted. In case no bidder achieves the set threshold score of 70% the bid will be cancelled and re-advertised.

Request clarification of the tender documents, if necessary, by notifying the employer at least seven (07) calendar days before with regard to all the bids as advertised. Questions or queries must be submitted to the JRA representative at least seven (07) calendar days before the stipulated closing date and time of the tender in writing to: tenderenquiries@jra.org.za. However, JRA shall not be liable nor assume liability for failure to respond to any questions and / or queries raised by the Tenderer. The attention of bidders is specifically drawn to the provisions of the Conditions of Contract, which are included in the Documents. All bids as advertised will remain valid for **120 days** from bid closing date. (26th October 2020).

No late submissions will be accepted.