

# Invitation to Tender

The Housing Development Agency (HDA) is a national public sector development agency that acquires, prepares and develops land and project manages the development of housing and human settlements. We carry out our activities in partnership with a range of stakeholders, including national, provincial and local government and municipalities, as well as with communities, developers, financiers and other affected parties. Established in 2009, the Agency was established by an Act of Parliament in 2008 and is accountable through its Board to the Minister of Human Settlements. For more information about the HDA, please visit our website: [www.thehda.co.za](http://www.thehda.co.za)

**The HDA hereby requests suitably qualified and reputable service providers to submit proposals for:**

## **Tender No: HDA/KZN/2018/001: Appointment of a Professional Team to Undertake the Scheme Amendment and Re-layout of General Plan for Modelkloof Extension 18, Alfred Duma Local Municipality in KwaZulu-Natal Province**

The physical address for collection and delivery of tender documents is the Housing Development Agency (HDA), Block A, Riviera Road Office Park, 6-10 Riviera Road, Killarney 2193.

**Note:** The HDA will not be responsible to oversee that bids sent by courier are placed in the tender box.

Tender documents may be collected during working hours (08:30 to 16:00) from Monday, 2 July 2018.

**Technical queries relating to the tender may be addressed to Mpho Motumi at [Mpho.Motumi@thehda.co.za](mailto:Mpho.Motumi@thehda.co.za) or (031) 335-7300, while SCM queries may be addressed to Sindisiwe Mwelili at (011) 544-1000 or [Sindisiwe.Mwelili@thehda.co.za](mailto:Sindisiwe.Mwelili@thehda.co.za)**

Only tenders from service providers who satisfy the criteria in the Tender Data Section of the tender document will be considered.

**The closing time and date for receipt of tender HDA/KZN/2018/001 is 11:00 on 23 July 2018. Telegraphic, telephonic, telex, facsimile, e-mail and late tender submissions will not be accepted.**

A non-refundable tender fee of R250.00 per tender document must be deposited into the HDA's bank account as follows: First National Bank; Account No: 6221 576 8477; Branch Code: 250 655; Reference: HDA/KZN/2018/001, followed by the service provider's name. Proof of payment is required upon collection of the tender documents. No cash or cheques will be accepted by the HDA.

**A compulsory briefing session will be held at the Department of Human Settlements, Room 2303C, 23rd Floor, Eagle Building, 357 Dr Pixley Kaseme Street, Durban 4001 on 11th July 2018 at 10:00.**

**NB:** Failure to attend the site briefing will result in automatic disqualification.

Tenders may only be submitted on the tender documentation that is issued and must be completed in full. The retyping of the tender documentation is not permitted. The original tender document and one copy must be returned.

The assessment and evaluation of submitted proposals will include a process of Pre-qualification and an Evaluation Phase. The initial phase of the evaluation will be in a form of Pre-qualification, in accordance with the PPPFA, Preferential Procurement Regulations which organs of state can apply in order to advance designated groups and transformation. Only tenderers who meet the Pre-qualification conditions will be considered for the next phase, ie Evaluation. A tender that fails to meet any pre-qualifying criteria stipulated in the tender document is an unacceptable tender.

Pre-qualification conditions, which an applicant must meet in order to be considered: A tenderer having a stipulated minimum of level 1 to 2 B-BBEE status level.

The HDA reserves the right to accept or reject any variation, deviation, tender offer or alternative tender offer and may cancel the tender process and reject all tender offers at any time before the formation of a contract. The HDA will not incur any liability to a tenderer for such cancellation and rejection, but will give written reasons for such action upon request to do so.

**“Government's developer of choice”**