

Attention	:	Prospective Bidders
From	:	Supply Chain Management
Date	:	17 October 2023
Bid Number	:	RFP2023/24/NYDA
Bid Title	:	RE-ADVERTISEMENT OF THE LEASE OF CORPORATE OFFICE SPACE FOR NYDA HEAD OFFICE 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.

NB!! SBD 1 of the returnable bid documents makes mention of “NYDA BLOEMFONTEIN HEAD OFFICE” this is a typo (Bloemfontein) as this tender is of NYDA HEAD OFFICE currently situated in Woodmead Johannesburg.

As per the Purpose and Objectives of the TOR “The proposed corporate office space must be situated in Gauteng within the 5km radius of our current Head Office (54 Maxwell drive, Woodmead Office Park) Location.”

1. QUESTIONS AND ANSWERS DURING/AFTER THE COMPULSORY BRIEFING SESSION HELD ON THE 13th of OCTOBER 2023 AT 10H00

1.1	Question	:	Is the floor plan layout a requirement and does the plan layout need to be hierarchal order at this stage?
	Answer	:	Yes, The floor plan is part of the minimum compliance requirements and assists the committee to understand if the proposed office space would be suitable for the NYDA requirements in the current format of the NYDA structure. It doesn't have to be hierarchal
1.2	Question	:	Will the additional space or square meter be catered for in the cost?
	Answer	:	No, NYDA will not pay for the additional square meters provided. This will be at no extra cost to NYDA but a gift from the landlord.
1.3	Question	:	Why is NYDA asking for 5km radius from the current office, as the building needs to be accessible to all youth of South Africa?
	Answer	:	NYDA has branches or centres in all the nine regions and currently in Gauteng, NYDA has 5 branches assisting in serving the youth. The head office is mainly the operational hub and support services for all the branches. Our product and services are mainly offered at branch level.

1.4	Question	:	Who will be responsible for rates and taxes and utilities?
	Answer	:	NYDA will be responsible for the usage of rates, taxes and utilities, this forms part of the operational costs.
1.5	Question	:	Why is the re-advisement as this was previously advertised and some of the bidders submitted the bidding documents?
	Answer	:	The tender was re-advertised because all the proposals received were considered non-responsive as some of the bidders did not meet the administrative criteria, while other bidders did not meet the technical requirements as per the published tender document.
1.6	Question	:	Is a occupational certificate from the municipality a requirement of the tender?
	Answer	:	As per the TOR these certificates is required before occupation. Such certificates will be agreed upon with the preferred bidder before the award of this tender

2. ANNEXURES

3.1	Presentation	Annexure A
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