



Independent Communications Authority of South Africa

Pinmill Farm, 164 Katherine Street, Sandton

Private Bag X10002, Sandton, 2146

**INVITATION TO TENDER FOR THE LEASING OF AN OFFICE BUILDING FOR
ICASA'S HEAD OFFICE, FOR A PERIOD UP TO NINE (9) YEARS AND ELEVEN
(11) MONTHS**



LEASING OF AN OFFICE BUILDING FOR ICASA'S HEAD OFFICE, FOR A PERIOD UP TO NINE (9) YEARS AND ELEVEN (11) MONTHS

The Independent Communications Authority of South Africa (ICASA) invites suitably qualified bidders to submit proposals for the leasing of an office building, for ICASA's Head Office. The lease agreement, in an A or B grade building, will be for a period of nine (9) years and eleven (11) months, starting from 01 November 2018 (depending on availability, negotiable to an earlier date). **Preferred Location is Centurion, followed by Midrand and other areas such as Woodmead, Sandton, Rosebank and Rivonia will be considered as alternative options.**

TENDER TECHNICAL REQUIREMENTS

1. KEY INFORMATION

It is a pre-requisite that the proposed offices must be easily accessible to the public by means of public transport. Office space to be rented should preferably be on the ground floor (or closer/nearer). ICASA's current premises are located at 164 Katherine Street, Pinmill Block, Sandton and attached as Annexure A is the current staff compliment and office/facilities requirements.

Prospective respondents are invited to provide comprehensive information on an existing building or a new development that can be refurbished to suit ICASA's requirements.

Prospective respondents must be prepared to provide a complete office accommodation solution, including fit-out of the facility as per ICASA's requirements (turnkey solution), a process which will be overseen by ICASA. Alternatively ICASA may consider appointing its own Professional Team and Contractors, if so desired, to provide such complete solution.

Prospective respondents must indicate the time frame required to refurbish the building with beneficial occupation date as well indicative rentals. **ICASA's occupation date is 01 November 2018** (depending on availability, negotiable to an earlier date).

The location of the facility must be within walking distance from public transport services, clearly visible from traffic routes and unimpeded entrance to the public area



from street level. Consideration must be given to public parking availability close to the proposed premises.

It is imperative that cognizance is given to the security features of the building, such as access control; perimeter fencing etc. Substitute/sub-standard materials and finishes may not be used to price this bid.

The potential landlord may enter into a maintenance contract with ICASA for the maintenance and repair of the building (e.g. electrical, plumbing, faulty lighting, carpentry, handyman service etc., including supply and installation), as well as installed equipment (e.g. fire detection system, air-conditioners, fire extinguishers, lightning/surge protection etc.) on an "as and when required" basis, at current market rates.

2. BENEFICIAL OCCUPATION

2.1. Should the premises not be ready for beneficial occupation by the Lessee on the commencement date by reason of building operations, or repairs not having been completed or any other reason the Lessor shall notify the Lessee in writing of such delay as early as possible prior to the commencement date.

2.2. For the purpose, "beneficial occupation" shall mean that all building operations and/or repairs are almost complete or in progress as agreed by both parties.

2.3. The Lessee shall be entitled to a remission of rental for the period from the commencement date to the date upon which the premises are completely ready for beneficial occupation.

3. ACCCOMMODATION NORMS

3.1 PROPERTY

3.1.1. Type of Premises: - It is a pre-requisite that the premises should be well secured, with up-to-date security facilities/technology, should be suitable for typical office space, as well as housing technical monitoring equipment, installing/mounting technical roof antennas and dishes, as well as parking for technical and normal ICASA vehicles.

3.1.2. Broadband Infrastructure: - The building must have access to high speed broadband, preferably optic fibre.



3.1.3. Property/Building: - The property offered should be able to provide a total lettable area of approximately **9 320m²** of office space for lease purposes, preferably closer to the ground floor as net usable area. The property/building must be scalable in order to accommodate ICASA's office requirements in terms of volume/size.

3.1.4. Space Planner & Interior Designer/Decorator: - The service provider may be requested to avail a space planner and interior designer/decorator to assist ICASA with office layout planning and execution.

3.1.5. Mast & Aerial Antennas: - The office location should be suitable for the possible erection of a radio mast and or aerial antennas for monitoring purposes taking into account the approval required in terms of environmental, municipal and civil aviation regulations.

3.2 THE BUILDING

The building shall comply with local authority requirements, National Building Regulations, SANS, Occupational Health & Safety Act and any other relevant legislation. Any program to prepare the buildings to be compliant should be submitted together with your bid response.

The building design should address lighting, indoor environmental pollutants, comfort factor/ergonomics, fire detection/prevention, fibre optic and noise levels to ensure a working environment that increases productivity and reduces the occurrence of sick building syndrome. ICASA may make a request to take the identified building "as is" if it fits ICASA's space planning requirements, and also to save time & costs.

3.2.1. PARKING

Covered parking bays will be required for staff vehicles at the premises and must be available for exclusive use by ICASA. Further parking bays will be required for ICASA's official vehicles in a covered lock-up area as part of the premises. Additional parking bays will be required for visitors and staff overflow, either included in the lease or available on a pay as you go basis. All parking is to be provided within a safe and secure environment.

Approximately 400 parking bays will be required for official vehicles, staff and visitors at the premises, some of which must be available on a pay as you go basis (mostly for visitors). The parking bays provided, shall be made available to ICASA on a 24



hour basis.

Please note that ICASA has technical vehicles, which require access height of 2.4m high or custom-built and lockable steel cage to accommodate all of ICASA's monitoring vehicles.

4. ICASA's ACCOMMODATION STANDARDS

The offered accommodation must provide for the following ICASA accommodation standards:

- 4.1. (HVAC) Heating, Ventilation and Air-Conditioning;
- 4.2. Implementation of Smoking by-laws;
- 4.3. Toilet Facilities;
- 4.4. Water Supply;
- 4.5. Electrical Supply;
- 4.6. Fire Risk management;
- 4.7. Emergency evacuations;
- 4.8. Standby power supply;
- 4.9. Vertical Movements;
- 4.10. Carrying capacity of floors;
- 4.11. Acoustics and noise standards;
- 4.12. Security;
- 4.13. The building must be declared gun-free;
- 4.14. Accessibility to the building (including people with disabilities & meet OHS standards);
- 4.15. Parking facilities;
- 4.16. Accessibility for deliveries;
- 4.17. CAD drawings of the existing premise suitable for full architectural workup;
- 4.18. Full compliance certification must be supplied upon final works completion;
- 4.19. Allow ICASA to put up signage in strategic spots on the building to make ICASA visible to the public;
- 4.20. Rental, operating and parking costs should be market related;
- 4.21. The term of the lease should be 9 years and 11 months with a first right of refusal to renew



The landlord is required to submit the necessary compliance certificates / confirmations in this regard (i.e. zoning certificates, building electrical approvals, building drawings, current certificate of occupancy (COC) or equivalent OHS certificate). **Please note that these certificates are MANDATORY.**

5. IT INFRASTRUCTURE

The building should have an IT infrastructure, allowing tenants to utilise data/voice with an open access fibre-optic network.

6. HEATING, VENTILATION AND AIR CONDITIONING

The ventilation of the building must be in accordance with the Occupational Health and Safety Act, 1993 (Act 85 of 1993). The building should be fully air-conditioned, with all maintenance undertaken by the landlord.

- The air-conditioning installation / units should at least have a remaining life expectancy of the lease term. A Mechanical Engineer's report in this regard must be submitted at the service provider's cost.
- Must comply with all SANS and SABS codes and Health and Safety codes.
- The design must be energy efficient with heat capture.
- The design must be a low noise and low-vibration type.

7. TOILET FACILITIES

The landlord shall handover fully functional toilet facilities, refurbished or new or as otherwise agreed at Beneficial Occupation. ICASA may, under separate contract, install sanitation equipment, toilet roll holders, soap dispensers, paper dispensers and any other hygiene requirements.

8. PEOPLE WITH DISABILITY

Toilet facilities for people with disability (Clients and Staff) have to be provided for according to National Building Regulations, SANS 0400.

9. WATER SUPPLY

The municipal water supply where applicable shall be metered separately.



10. ELECTRICAL SUPPLY

The power supply where applicable shall be metered separately and power factor correction equipment shall be installed. The relevant authority shall also confirm the power supply stability. The installation is to comply with all relevant regulations and by-laws. Sufficient power supply is to be provided to increase demand at peak times up to 20% of normal use. It must be taken into account that all operational staff as per ICASA accommodation norms document will be equipped with a computer. ICASA requires a building with metered electricity.

The following to be included in the required information:

- Quantity of incoming feeds into the building. (One or state number)
- Capacity/ KVA of incoming power supply
- Maximum capacity of incoming power supply
- Capacity of circuit breakers at HV side.
- Capacity of circuit breakers at LV side.
- Capacity provided per m²
- Load demand of A/C installations & lifts on existing supply.

Note: ICASA will not contribute to any upgrading / provisioning of additional power supply to the building / site.

11. POWER POINTS

Power points to be provided as per ICASA requirements with the following guidelines: Each person will be equipped with one single normal power point and two red dedicated power points. Each third person will have an additional white power point.

Single-phase 15 Amp socket outlets in passages and operational areas shall be provided for cleaning and maintenance task and shall be wired separately from the power supply to the main operational areas. The minimum distance for the repetition of these power points should not be less than 15m.



12. EMERGENCY POWER - CONFIGURATIONS

The following areas to be provided with Emergency power supply during power failure:

- 12.1. Reception Desk;
- 12.2. Server room;
- 12.3. Passages;
- 12.4. All offices & open plan;
- 12.5. Kitchen;
- 12.6. Toilet facilities;
- 12.7. Monitoring equipment;
- 12.8. Security system;
- 12.9. Configuration as required by the National Building Regulations.

Please note that ICASA has its own generators (x2) which may relocate with to new premises (i.e. 1 x SDMO **275 KVA** generator & 1x **600KVA** SB generator set, H9457: PERKINS 2800 SERIES, SS7227-528.46HRS). The proposed building must be configured and wired to power these generators in case of power outages or have an existing generator(s) equivalent to models specified above. The building must have sufficient area/space to house these generators.

13. LIGHTNING PROTECTION

The building shall have sufficient lightning/surge protection, which must be inspected regularly to ensure they are and remain in good working condition.

14. LIGHTING

All interior lighting shall be designed and installed to conform to SABS 0114-1:1996 or latest approved standards. A professional lighting design engineer shall certify the design and installation and the cost consultants deemed to be included in the tendered rates.

The lighting design shall take into consideration the type of work that will be performed which includes high security considerations, sorting, filing, data capturing and computer based work areas. Particular attention shall be paid to the light layout in public areas and should take the public circulation spaces into account.



The specific type of light fittings to be provided for in the bulk of the areas to be stipulated. Energy efficiency lighting is highly recommended.

15. CONTROL

Each functional area and or teams shall have independent control of special and normal lights and emergency lights shall comply with the National Building Regulations.

16. CABLE TRAYS

Where applicable, cable trays under desks shall be 300 mm wide. All cable trays to be equal or similar to O-line grid span. Sufficient ducting from cable tray installation is to be provided. Such ducting will terminate in power skirting where applicable.

17. FIRE PROTECTION & RISK MANAGEMENT

Fire control, safety and risk management shall be in full compliance with the National Building Regulations, SABS 0040 as amended. It will be required that a complete ASIB report be submitted, along with all other information regarding Fire Compliance.

18. VERTICAL MOVEMENTS

18.1. STAIRS

Stairs should allow free and easy flow of ICASA staff and clients.

18.2. LIFTS, HOISTS & ESCALATORS

Taking into account rules TT45 to TT48, as set out in the SA Standard Code of Practice for the Application of the National Building Regulations, as issued by the SABS, it is required that the building offered, which consists of more than two storeys, shall be provided with at least one (1) lift to be utilised as a passenger lift to transport at least eight (8) persons or goods with a minimum payload of 1 000 kg at a given time. The minimum clear entrance to the car shall be of such dimension that it will be accessible for a wheelchair. The minimum recommended car width and depth should respectively be 1000 mm and 1500 mm. If the building has a basement, the lift shall also serve that area.

The number of lifts required to service functional areas shall be determined and the calculation provided as part of this bid.



The breakdown time allowed per lift or hoist per month shall not exceed 6 hours, shall be recorded, reported and agreed with ICASA on a monthly basis before raising the rental invoice. In the event of breakdowns exceeding the allowed breakdown time, it shall be considered to deduct a penalty equal to the monthly maintenance contract cost from the following month's rental payment.

If the response time for passenger or goods entrapment exceeds sixty (60) minutes, it shall be considered to deduct a penalty equal to 10% of the monthly maintenance contract cost from the following month's rental payment. NB: all passenger lifts to be equipped with voice and braille facilities.

18.3. LIFT / ESCALATOR MAINTENANCE CONTRACT

The offer shall at full occupation provide for the Rand value of an anticipated or actual maintenance contract, per lift or hoist, and shall be certified by an independent Lift Consulting Engineer as a fair maintenance cost.

18.4. CARRYING CAPACITY OF FLOORS

The floors should allow a carrying capacity of at least 250kg/m² in normal office areas. The landlord shall issue a certificate, signed by an independent professional engineer (registered with SAEC) confirming the carrying capacity of such areas.

19. ACOUSTIC AND NOISE

All outside noises shall be reduced to an acceptable level that allows people to perform their functions.

20. SECURITY SERVICES

The offer should include the bidder's plan for the provision of security to the premises. The supply of specialist security installations will be the sole responsibility of ICASA.

21. ACCESSIBILITY TO THE BUILDING

The building shall accommodate disabled people and comply with the relevant acts, regulations and municipal by-laws.



22. RATES

22.1. RATES AND MAINTENANCE

Rental rates and operational charges shall also include all future maintenance required to keep the building operational and shall be adjusted annually on the **adjustment date**. Rates shall also include maintenance of the exterior of the premises. This shall include at least the following:

- 22.1.1. Windows;
- 22.1.2. Roofs;
- 22.1.3. HVAC including cleaning the diffusers inside;
- 22.1.4. Lightning protection;
- 22.1.5. Plumbing;
- 22.1.6. Common area electrical reticulation;
- 22.1.7. Grounds and gardens;
- 22.1.8. Storm water;
- 22.1.9. Parking;
- 22.1.10. Washing the external windows & facades.

ICASA will take care, subject to the above listed items, of cleaning the inside the premises, and its assets. On the remainder of the interior ICASA shall only repair damage caused by ICASA excluding fair wear and tear.

22.2. ADJUSTMENTS

Unless otherwise indicated, the annual escalation of the rental and operating charges shall not exceed the average escalation rates for similar properties in the relevant areas, as indicated in the most recent Rode's Report on the SA Property Market, which is published quarterly.

22.3. VARIATIONS

The offer to indicate all variations to the rate and a complete list of Allowances must be provided to ICASA



23. INFORMATION REQUIRED

23.1. PROPERTY INFORMATION

- 23.1.1. Property street address and stand number;
- 23.1.2. Landlord (lessor) name, address, city, postal code, telephone and fax numbers;
- 23.1.3. Leasing agent, representative and telephone and fax numbers;
- 23.1.4. Details of all partners to this offer;
- 23.1.5. Detail of proposed rental options, indicating the 9 years, 11 months period;
- 23.1.6. The tenant installation allowance provided by the landlord.

23.2. LAYOUT DRAWINGS

The landlord shall provide a detailed layout drawing that includes all areas required for the building to be functional including the usable space listed. (Usable space in terms of South African Property Owners Association (SAPOA))

The layout drawing shall also indicate major vertical penetrations, column spacing and sizes, and any other building elements that may impact on the configuration of workstation and surfaces. The layout drawing shall be provided in a CAD format together with your response to this bid.

The landlord shall also provide ICASA with layout drawings once the premises have been finalised and agreed upon, according to ICASA's requirements, as well as furniture layout drawings once the seating arrangements have been finalised.

23.3. BUILDING AREAS

The landlord shall measure the building space as defined by The South African Property Owners Association Method for measuring floor areas in commercial and industrial buildings. The Gross Building Area (GBA), Rentable and Usable areas must be tabulated, split per floor and certified by a suitably qualified independent professional and ICASA shall have the right to audit the calculations. The certificate shall be on the professional's letterhead and shall include the Usable/Rentable ratio and Gross Building Area.



23.4. BUILDING RUBBLE

Any building rubble resulted from the demolition and new building works must be cleared daily; such materials may not be the cause of inference to the office. The premises must be kept clean by the contractor.

23.5. PROPERTY AREA

The landlord shall provide the stand numbers with size/s.

23.6. PROPERTY/BUILDING INSURANCE

The landlord shall provide all necessary building insurance information

23.7. MANUFACTURERS' SPECIFICATIONS

All materials & equipment will be installed to manufacturer's specifications and relevant SABS & Building regulations specifications

23.8. AVAILABILITY

For a new development, indicate the time required from lease conclusion stage until beneficial occupation. For an existing facility, kindly provide an indication of when beneficial occupation can takes place.

24. STANDARD SPECIFICATIONS

24.1. SABS SPECIFICATIONS

The building shall comply with all laws, including, but not limited to at least the following specifications, laws or local authority requirements:

24.1.1. Occupational Health and Safety Act;

24.1.2. The latest issue of SABS 0142: "Code of Practice for the Wiring of Premises";

24.1.3. Code of practice – Interior Lighting SABS 0114:1996 - Part I;

24.1.4. The National Building Regulations and Building Standards Acts 1977 (Act 103 of 1977) as amended (SANS 0040)

24.1.5. The Municipal by-laws and any special requirements of the local supply authority;

24.1.6. The local fire regulations;

Proof of compliance to the above legislative requirements must be submitted together with your response to this bid.



25. Adjudication

The following criteria shall be considered during adjudication of the bid responses:

Description	Comply	Not Comply	Comments
Ensure completion and ready for occupation by 01 November 2018			
Building must be approximately 9 320 square meters			
Design should address lighting, indoor environmental pollutants, comfort factor, external views and noise levels to ensure a working environment that increases productivity and reduces the occurrence of sick building syndrome			
Building has provision for a full back-up generator for tenants during power cuts, as specified in clause 12 (page 8)			
Building makes provision for IT and building infrastructure allowing tenants appropriate communication infrastructure			
Makes provision for approximately 400 parking bays (undercover/closed), some of which will be on a pay as you go basis			
Should allow ICASA to put up signage in strategic positions in the building			
Makes provision for easy access for people with disabilities			



<p>Be a new or existing building with a rating of grade A or B, as per Rode report definition. The building must be fully serviced, must have covered secure parking basements, and energy efficient and environmentally friendly systems (e.g. airconditioning, water savings etc.)</p>			
<p>The service provider must provide proof of mandate if acting on behalf of the landlord.</p>			
<p>Successful bidder/tenderer to contract a minimum 30% of the contract value to: (Exempted Micro Enterprise (EME) and/or Qualifying Small Enterprise (QSE)); and/or c) Designated groups which are at least 51% owned by: (i) black people (ii) black people who are youth (iii) black people who are women (iv) black people with disabilities (v) black people who are military veterans (vi) black people that formed a cooperative (primary, secondary or tertiary cooperative) (vii) black people living in rural areas or underdeveloped area or townships. (viii) EME or QSE</p>			



		Please indicate or describe
1.	Name of Building	
2.	Square meters	
3.	Rand per m ²	
4.	Monthly Rental	
5.	Physical Address	
6.	Occupation Date	
7.	Particulars of the Landlord	
8.	Building Features & Age	
9.	Security Features of the building	
10.	Occupation Date	
		Please indicate or describe
11.	Operating costs – please list all of them	
12.	Landlords' minimum Service Hours	
13.	Who does Maintenance and Alterations	
14.	Is the building on the street level?	
15.	Is there adequate parking on site or within the vicinity and available for both visitors and staff?	



16.	Does the building have green potential? Provide details	
17.	Does the building have adequate space in voids for reticulation?	
18.	Is the lease flexible to accommodate period, expansion, extension, termination and first right of refusal?	
19.	How much is the tenant installation allowance?	
20.	Does the building have the following amenities or more:	
	• pause area(s)	
	• good conditioned rest rooms/toilet facilities	
	• Air conditioned offices	
	• Air condition remains the responsibility of the landlord (please specify)	
	• Option to tie in with building maintenance services	
21.	Is the building in a secured or a safe neighbourhood?	
22.	Is the building close to a land mark(s)? Name it/them	
23.	Is the building compliant to the national building requirements, Occupational Health & Safety and all other legislative/ building requirements?	
24.	Proof of mandate by landlord (attach original on landlord's letterhead)	
25.	Additional information (if any)	Compile and attach as part of supporting documents



26. MANDATORY DOCUMENTS/CRITERIA

The following documents are MANDATORY and must be submitted as part of tender documents/responses:

- 9.1. Zoning certificates;
- 9.2. Electrical approvals;
- 9.3. Building drawings;
- 9.4. Current certificate of occupancy or equivalent OHS certificate;
- 9.5. Proof of valid insurance for the proposed building;
- 9.6. Current property condition report (at landlord's cost);

NB: Failure to submit the above-mentioned documents will result in automatic disqualification.

27. FUNCTIONALITY CRITERIA

Bidders will be evaluated according to the following evaluation criteria who pass the initial screening process.

ITEM	Category: Functionality Criteria	WEIGHT
	Functional Proposal	
	Bidders must submit valid documentation indicating their properties' compliance to the following:	
	Premises/Property Inspection	
	Bidders must provide details of the proposed building and include amongst other the following aspects of the building:	
	• Location/Access; Size & Office Grade	25
	• Building Suitability; Features & Age	25
	• Security & Suitable Parking (Open/Closed/Shaded - specify)	10
	• Provision for/existing Back-up Generator, meeting ICASA's requirements as specified in clause 12 (page 8)	10
	• Availability of a functional & fully maintained fire detection or fire sprinkler system	10
	Experience & References:	
	• Bidders must provide details on the company's profile, experience and a minimum of 3 contactable references, where they provided similar services.	20
	• Total:	100
	• Threshold:	70
	All proposed premises/properties will be viewed by ICASA delegates	



27. PRICING STRUCTURE

The rates inserted hereunder are deemed to be fixed and no escalation will be considered.

The final bidding price/sum deemed to be fully inclusive (VAT, transport, delivery and installation on site).

The bidding price inserted hereunder is deemed to be a fully inclusive price for the finished work described and is deemed to include inter alia for:

- Supply of materials;
- Labour costs of everything described including cost incurred in working overtime, weekends, public holidays, etc. to meet stipulated programme dates;
- All manufacturing, transport, conveying, cartage, carriage and delivery etc.;
- Temporary works necessary for the due proper performance of the Contract Works;
- Overheads & Profits; and
- All obligations arising out of the Schedule of Works and all costs and charges deemed necessary for complying with the Terms and Conditions herein.

Financials and price structure

Having read through and examined the bid document, we offer to render these services for the following amount:

- C1. Please indicate your total Bid price, which include rentals & all related costs here: R..... (Compulsory, including VAT)
- C2. Please specify if there's any rental deposit to be paid: R..... (Including VAT)
- C3. Please specify your tenant installation allowances, based on indicated square metres: R..... (Including VAT)
- C4. Important: all the consortium or joint venture partners must submit a complete set of the latest audited financial statements.



C5 Important: It is mandatory to indicate your total bid price as requested above. This price must be the same as the total bid price you submit in your pricing schedule. Should the total bid prices differ, the one indicated above will be taken into consideration.

C6. NB: All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).

C7 Are the rates quoted firm for the full period of the contract?

YES	NO
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C8 Mandatory: If not firm for the full period, provide details of the basis on which adjustments will be applied for. E.g. CPI, and also details of the cost breakdown:

C9

No price adjustments that are 100% linked to the exchange rate variations will be allowed.	Comply	Not Comply
Substantiate / Comments		

C10

All additional costs must be clearly specified.	Comply	Not Comply
Substantiate / Comments		

PRICE SCHEDULE "A": YEAR 1 & YEAR 2

1.1. Lease/Rental Costs (including disbursements and annual escalations)

Description	Cost (Incl. VAT) Year 1	Cost (Incl. VAT) Year 2
Upfront Deposit (once off, if required)		
Rand per m ²		
Total square metre (on offer)		
Office Rental per month:		
Annual Escalation rate (Percentage: ____ %)		
Rates		
Operating costs per month:		
Lifts (if any)		
Parking rent per month:		
Open parking rent p.m.: _____		
Covered parking rent p.m.: _____		
Please specify any other additional costs		
Total Cost Incl. VAT (A)		

Note: the upfront deposit if required will only be applicable in the first year of this contract.



PRICE SCHEDULE "B": YEAR 3; YEAR 4 & YEAR 5

1.2. Lease/Rental Costs (including disbursements and annual escalations)

Description	Cost (Incl. VAT) Year 3	Cost (incl. VAT) Year 4	Cost (Incl. VAT) Year 5
Rand per m ²			
Total square metre (on offer)			
Office Rental per month:			
Annual Escalation rate (Percentage: ____ %)			
Rates			
Operating costs per month:			
Lifts (if any)			
Parking rent per month:			
Open parking rent p.m.:_____			
Covered parking rent p.m.:_____			
Please specify any other additional costs			
Total Cost Including VAT(B)			



PRICE SCHEDULE "C": YEAR 6; YEAR 7 & YEAR 8

1.3. Lease/Rental Costs (including disbursements and annual escalations)

Description	Cost (Incl. VAT) Year 6	Cost (incl. VAT) Year 7	Cost (Incl. VAT) Year 8
Rand per m ²			
Total square metre (on offer)			
Office Rental per month:			
Annual Escalation rate (Percentage: ____ %)			
Rates			
Operating costs per month:			
Lifts (if any)			
Parking rent per month:			
Open parking rent p.m.:_____			
Covered parking rent p.m.:_____			
Please specify any other additional costs			
Total Cost Including VAT(C)			



PRICE SCHEDULE "D": YEAR 9 & YEAR 10

1.4. Lease/Rental Costs (including disbursements and annual escalations)

Description	Cost (Incl. VAT) Year 9	Cost (Incl. VAT) Year 10
Rand per m ²		
Total square metre (on offer)		
Office Rental per month:		
Annual Escalation rate (Percentage: ____ %)		
Rates		
Operating costs per month:		
Lifts (if any)		
Parking rent per month:		
Open parking rent p.m.: _____		
Covered parking rent p.m.: _____		
Please specify any other additional costs		
Total Cost Incl. VAT (D)		



Description	Cost per year (Including VAT)
Total Cost Including VAT (A)	
Total Cost Including VAT (B)	
Total Cost Including VAT (C)	
Total Cost Including VAT (D)	
Total Bid Price (A+B+C+D)	

BIDDER'S CONFIRMATION

The bidder confirms that this price covers all activities associated with the project management and consulting service, as called for in the bid document. The bidder confirm that ICASA will incur no additional costs whatsoever over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 90 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of service when required to do so by the ICASA.

We understand that you are not bound to accept the lowest or any offer and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this tender remains open for acceptance not to divulge to any persons, other than the persons to which the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

ICASA reserves the right to:

- amend the scope and duration of the contract after evaluation;
- cancel this tender or any part thereof at any time;
- modify this tender or any part thereof at any time;
- accept any tender in part or full at its own discretion;
- negotiate a lease contract with the recommended tenderer/s with the purpose to conclude a contract;
- choose not to pursue any of the tender proposals received and either issue a new tender enquiry or not at all;



SIGNED

DATE

(Print name of
signatory)

Designation

FOR AND ON BEHALF COMPANY
OF: NAME

Tel No

Fax No

Cell No



LANDLORD’S CONSENT FORM FOR INSTALLATION OF WIRELESS EQUIPMENT

To be completed by the landlord for the installation of wiring/cabling for wireless equipment

I/We,

ID No/Company Registration No:

In my/our capacity as the registered owner/s, duly authorized representative/s of the registered owner/s of the property known as:

hereby grant/s the tenant, known as:

permission to install wireless equipment and antennas on the premises and for future usage of the installed equipment for the telecommunication/communication purposes. The Landowner/Customer acknowledges that ownership of the wireless equipment will always remain vested in the Tenant and/or its associated companies. The Landowner/Customer consents not to attach such wireless equipment and relinquishes its right to the “Landlord’s Hypothec”.

All equipment has been approved by the Independent Communications Authority of South Africa (ICASA).

Landlord Signature _____

Signed at _____ on this _____ day
of _____ 2017

LANDLORD’S CONTACT DETAILS:

Full Name: _____

Contact Details:

Tel: _____

Fax: _____

Email: _____

Building Name: _____

Physical Address:

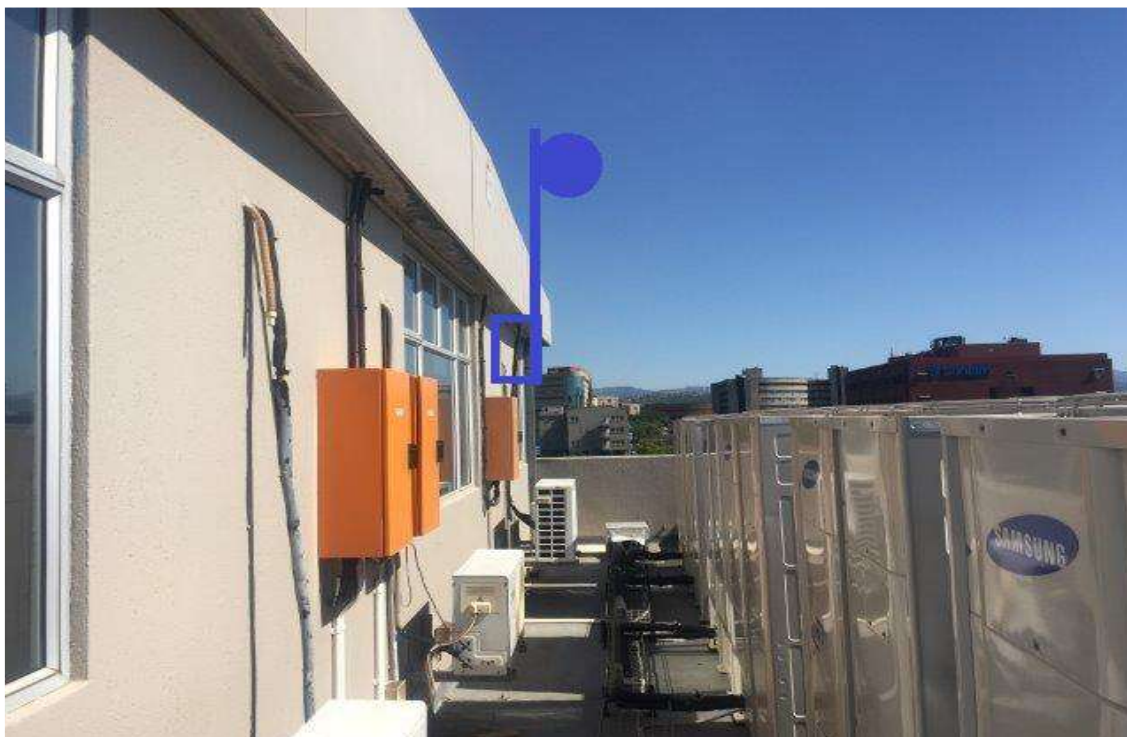


Below is an example of the positioning of an antenna on the roof of the premises and the cabling/wiring route:

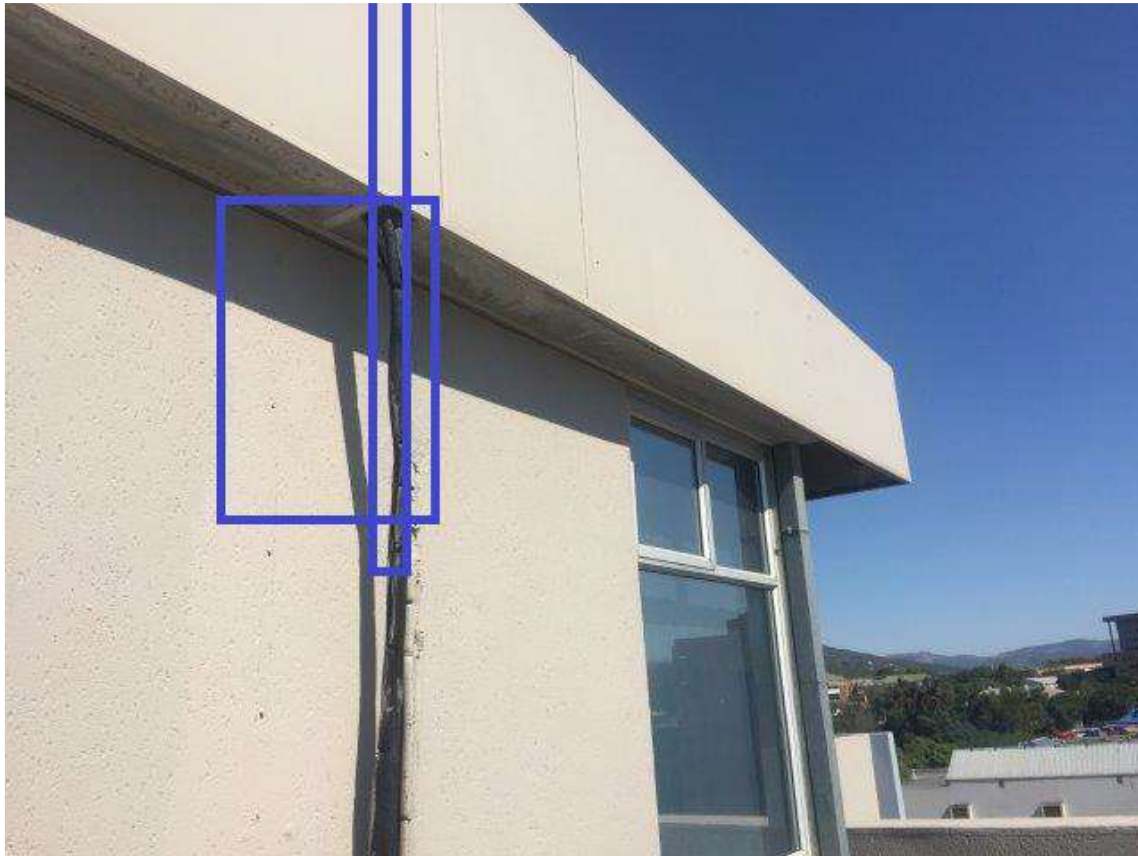
LOS Picture



Mounting Position (Picture 1)



Mounting Position (Picture 2 – offset bracket mounted on the wall)



Cable Entry (existing air-conditioning pipe entry or equivalent can be used)





Cable Run (from cable entry, hidden inside the ceiling)



(Existing holes can be used)





Cable Run (to the office, hidden inside the ceiling))



400mm Ubiquiti radio/power beam

