

BID NO (PICPROP003/2017):
REQUEST FOR INFORMATION APPLICATION:
PROPERTY VALUATION SCOPE OF WORK

Bid Number : PICPROP003/2017

Place of Submission :

Email:	Prop.Tenders@pic.gov.za
Delivery:	Attention: Property Tender (Procurement) Public Investment Corporation SOC Ltd Menlyn Maine Central Square Corner Armamist Avenue & Corobay Avenue Waterkloof Glen Extension 2 Pretoria

1 INTRODUCTION

The PIC is a state owned asset management company which manages funds on behalf of various public sector funds, the largest being the GEPF. The Public Investment Corporation (SOC) Limited is a registered Financial Service Provider (FSP) and is a public entity that is wholly owned by the South Africa Government. The PIC also has a presence in some countries outside South Africa which are on the African continent and it competes with the best in the world.

The PIC manages assets of R 2.0 trillion Rand and as the leader in the asset management industry. The PIC realise that in order to articulate its vision, mission, and goals to perform optimally to meet and exceed stakeholder expectations, it is imperative to design, improve and maintain business processes, systems and people capabilities.

2 BACKGROUND

The PIC Properties division provides asset management services for the unlisted property portfolios of various clients; notable clients are the Government Employees Pension Fund (GEPF) and the Unemployment Insurance Fund (UIF).

The PIC is approaching professional investment property valuers in order to complete the Request for Information (RFI) in order to receive valuer input on the scope of work for the subsequent tender for annual property valuation services.

The RFI will ensure that the PIC can incorporate current best practice into the scope of work which will be incorporated into the tender and subsequent service level agreement with appointed valuers for the next three years.

It is important to note that only valuers who have successfully registered (Applicants) for this will be invited to the subsequent tender.

3 SCOPE OF WORK

The Scope of Work will be sent via email in a Word Document format to applicants for their comments and suggested changes.

4 ADMINISTRATIVE REQUIREMENT FOR RFI APPLICATION

The Applicants will proceed to the next stage (RFQ tender) when they comply with the requirements stated herein below.

The PIC requires -

- Completion of Company Information (Clause 8);
- Acceptance of the conditions as stipulated in the Declaration (clause 9) to be signed by the Applicant;

5 NON-COMMITMENT

The PIC reserves the right to withdraw or amend these terms of reference by notice in writing to all parties who have received the terms of reference prior to the closing date.

The cost of preparing of bids will not be reimbursed.

6 CLARIFICATIONS

Any clarification required by a bidder regarding the meaning or interpretation of the document, or any other aspect concerning the submission, is to be requested in writing e-mail to Prop.Tenders@pic.gov.za.

7 LATE APPLICATIONS

Applications for this RFI received late shall not be considered. An Application will be considered late if delivered only one second after 12h00 or any time thereafter on the 18th of August 2017; whether by email or delivery.

8 COMPANY INFORMATION

Please complete the following questionnaire:

A. Company Name:

B. Other Trading Names:

C. Type of Organization: (Public Company ('Limited'), Private Company (('Pty) Ltd'), Close Corporations ('cc'))

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D. Physical and Postal Address of the Company:

Postal Code:	Postal Code:

E. Contact Details

Contact Name	
Contact Number	
Cell Number	
Email Address	
Alternative Contact	

Email Address	
Contact Number	

F. Tax Registration Details:

Income Tax Reference Number:	
VAT Registration Number:	
PAYE Registration Number:	

9 DECLARATION

Applicants Name: _____

On behalf of (Companies Name) _____

Signature: _____

Designation: _____

I declare that:

- All information provided is true and correct
- The signatory of the this document is duly authorised
- Accept the terms of this RFI

I understand that:

PIC may:

- Disqualify the an Applicant from the subsequent tender invitation process;
- Recover all costs, losses or damages it has incurred or suffered as a result of the Applicant's conduct;

Thus signed and accepted on this _____^{st/nd/rd/th} day of _____, 20____ at

_____:

Who warrants his / her authority hereto

For and on behalf of:
