



SPECIFICATION: 8/2/8/5-2011(Re-advert)

Concept Design and Project Plan for the 110th Anniversary of the Signing of Vereeniging Peace Treaty.

Tenders are invited for a Professional Service Provider to design a project concept together with a project plan for the Office of the Executive Mayor's commemoration of the 110th Anniversary of the Signing of the Vereeniging Peace Treaty (Anglo-Boer War).

The successful service provider will:

1. Provide a concept plan which will include (but limited to):-
 - a. Title
 - b. Background
 - i. Provide detailed background of historical value of the event
 - ii. Identification of need and urgency of matter
 - iii. Identification and drafting of key stakeholders list
 - iv. Status quo and work done to date
 - c. Concept note
 - d. Objectives
 - e. Inputs
 - f. Activities and duration
 - g. Stakeholder engagement
 - h. Outputs
 - i. Beneficiaries and impacts (outcomes)
 - j. Project management Plan
 - k. Budget

2. Provide a project plan that will include (but not limited to):-
 - a. Define the sequences of tasks to be performed;
 - b. Identify all deliverables associated with the project;
 - c. Define the dependency of relationship between tasks;
 - d. Estimate the resources required to perform the tasks;
 - e. Schedule the tasks to be performed;
 - f. Define budget for performing the tasks;
 - g. Define organisation of execution of the tasks;
 - h. Identify known project risks;
 - i. Define process of assuring quality of the project product;
 - j. Define process for project management;
 - k. Define process for specifying and controlling requirements.

3. Match the programmes of the District Municipality to National and Provincial Programmes as well as Local Municipalities.

Description: *Proposals for a concept design and project plan for the 110th Anniversary of the signing of Vereeniging Peace Treaty.*

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Technical Scoring

Technical Evaluation	Score	Total
Technical Scoring		100
Project Plan and Concept	60	
Team Experience	20	
Company Experience	20	

EVALUATION CRITERIA

Price = 80 points

HDI = 20 points

- No franchise in national elections before the 1983 and 1993 Constitutions = 8 points,
- Female = 4 points,
- Disability = 2 points,
- Locality = 6 points,