



## EXPRESSION OF INTEREST

### PANEL OF EXPERT RESEARCHERS AND ROAD SAFETY ENGINEERING RELATED SERVICES TO THE RTMC FOR A PERIOD OF THREE (3) YEARS

<b>Commissioning party</b>	Road Traffic Management Corporation
<b>Contact person for enquiries</b>	<a href="mailto:Bidadmin@rtmc.co.za">Bidadmin@rtmc.co.za</a>
<b>Brief project title</b>	Panel of Expert Researchers and Road Safety Engineering related services to the RTMC for a period of three (3) years
<b>RTMC Bid number</b>	EOI 06 /2015/16
<b>Country of Assignment</b>	Republic of South Africa
<b>Period of Assignment</b>	01 June 2016 – 31 May 2019
<b>Purpose</b>	The purpose of this expression of interest (EOI) is to source the services of research bodies to assist RTMC to undertake research over a period of three years.

Board of Directors: Mr Z Majavu (Chairman), Mr P Browning,  
Mr S Ledwaba, Ms P Mathabathe, Ms K Mdlulwa, Mr G Nicholls, Mr J Motsatsing\*  
Chief Executive Officer: Advocate MS Msibi  
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<b>Project Description and Sector</b>	<p>The RTMC is mandated by the RTMC Act, 20 of 1999, to stimulate research in road traffic matters and effectively use the resources of existing institutes and research bodies.</p> <p>Various research topics need to be aligned into the South African context for it to be applicable to our unique circumstances as well as new topics identified which need to be researched.</p> <p>The related road safety service categories which the bidders will be appointed for are:</p> <ul style="list-style-type: none"><li>• Social Research</li><li>• Behavioral Research</li><li>• Technical Research (Road Safety and Traffic Engineering related)</li><li>• Or other related research</li></ul> <p>The South African road and transport environment is complex and there is a need for an understanding as to how human elements/factors influence and interact with other traffic management functions and activities. Within the road and traffic management discipline the components of the system encompasses the road, road environment and the vehicle, all of which are influenced by human behaviour in one way or another.</p> <p>In order to be able to provide input into planning and execution of programmes and activities that aim to make the transport system safer, human factor professionals need to have an overall understanding of the road and traffic management system, its underlying principles, theories and the application of these along with knowledge related to indicators and methods for monitoring and evaluating programmes and interventions.</p>
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As this is a multi-disciplinary approach, the human factor professional need to have multidisciplinary background with experience in projects that include aspects of sociology, education, psychology, civil engineering and ergonomics.

In this multi-disciplinary field the ideal candidate needs to have experience in;

- Projects that aim to integrate the fields of social sciences, ergonomics and civil engineering;
- relating human factors to the wider context of road and traffic management;
- relating and highlighting the contribution of the human factor in relation to the road, environment and vehicle;
- as well as the planning, design implementation and evaluation of appropriate and targeted interventions which addresses the road safety problem at an adequate level;
- the conceptualisation, design and implementation of projects related to road safety, transport management, non-motorised transport and passenger transport;
- mixed methods (quantitative and qualitative research approaches);
- Conducting interdisciplinary research that promotes all aspects of a safe transport system.

Topic specific experience need to include experience in programme development that encompasses road safety education and communication; law enforcement and engineering as well as programme monitoring and evaluation.

The human factor specialist is able to assess the transport safety problem according to individual human factor elements



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- Bidder's Relevant Experience in specific field of research
- One to two of references of similar work done (Give detail description of the project and scope)
- Proposed Methodology
- Research conducted with full description
- Qualifications, Skills and Profiles of key personnel
- Detailed Project Plan
- Skills Transfer Plan
- Industry Affiliations, Accreditations, Recognitions, Awards, Memberships, etc
- Workshop layout, capacity, machinery, inventory, etc (give details so that site inspection can be conducted)
- Security of research information

An evaluation sheet /checklist will be used as a basis to determine the level of compliance which will be used for recommendation to the second phase.

**Responsibilities:**

- It is the companies' responsibility to ensure the accuracy of the information provided to RTMC as this information will be validated through various means
- The companies should also note that during the extended period of the running of the advertisement, it is their responsibility to prepare for the second phase which is the RFP process.
- The information provided about the company should clearly and beyond reasonable doubt, demonstrate the capabilities of the company to carry out the projects.

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<b>Phase 2 Request for RFP</b>	<ul style="list-style-type: none"><li>• RTMC will assess the submitted documents and weigh them according to a predetermined criterion/ evaluation sheet /checklist.</li><li>• The algebraic sum of all the elements will be used to determine which companies meet or passed the minimum threshold of 60%. Once companies meet this requirement, they will then proceed to the subsequent phase of the RFP.</li></ul> <p><b>Expected Output:</b></p> <ul style="list-style-type: none"><li>• Bidder's presentations with Q&amp;A sessions.</li><li>• Invite to participate to provide inputs on the terms of reference.</li><li>• RTMC will compile a score sheet that integrates scores in the proposals, site visit questionnaires and presentations.</li><li>• The recommended bidder will then be put forward for adjudication based on the normal 90/10 point system.</li></ul> <p><b>Responsibilities:</b></p> <ul style="list-style-type: none"><li>• All the successful companies from the previous stage will then be contacted to submit proposals.</li><li>• RTMC will provide the companies with a Request for Proposals document. This document will include the specifications and designs of the units.</li><li>• The bidder will be permitted minor deviations from our initial specifications, if they're reasoned as improvements.</li></ul> <p>After the assessment of the submitted proposals, bidders will be called in to RTMC to present designs of the requested units.</p>
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- Please enter “**Expression of Interest**” and the RTMC Bid number “**EOI 06/2015/16**” in the subject line when returning this form.
- Queries should reach RTMC not later than **2 days** before the final date of submission, and addressed to following email: [Bidadmin@rtmc.co.za](mailto:Bidadmin@rtmc.co.za)
- Compulsory briefing session: 20 April 2015 @ 10h00
- Closing date and time: 05/05/2016 @ 11h00.
- Submission of responses: Responses must be submitted electronically (CDs and four (4) hard copies enclosed in an envelope to Boardwalk office park, Boulevard Boardwalk, Phase 5, Faerie Glen, Pretoria East in the tender box.

**Expression of Interest (to be completed):**

We herewith declare our interest in bidding in the scheduled RTMC invitation to tender below:

Brief project title:                   **PANEL OF EXPERT RESEARCHERS AND ROAD SAFETY ENGINEERING RELATED SERVICES TO THE RTMC FOR A PERIOD OF THREE (3) YEARS**

RTMC Bid number:                   **EOI 06/2015/16**

Country of assignment:   Republic of South Africa

Deadline for submission: 05 May 2016

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Board of Directors: Mr Z Majavu (Chairman), Mr P Browning,  
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To ensure efficient processing, please observe the notes at the end of this document.

**1. Company name and address:**


**2. Number of Employees:**

	Average 2013	Average 2014	Average 2015
<b>Permanent Staff</b>			
<b>Staff on Limited term project contracts</b>			

**3. Brief company profile (max 20 lines):**


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**4. Three reference projects in the last 5 years in the sector and/or in the region on:**

**4.1 Technical Research (Traffic and Road Safety Engineering):**

<b>Project Title and Client</b>	<b>Key Focus / Key Scope of Tasks</b>	<b>Region</b>	<b>Period</b>	<b>Project Value ZAR (Incl VAT)</b>

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**4.2 Behavioural Research (Related to Road Safety):**

<b>Project Title and Client</b>	<b>Key Focus / Key Scope of Tasks</b>	<b>Region</b>	<b>Period</b>	<b>Project Value ZAR (Incl VAT)</b>

**4.3 Social Research (Related to Road Safety):**

<b>Project Title and Client</b>	<b>Key Focus / Key Scope of Tasks</b>	<b>Region</b>	<b>Period</b>	<b>Project Value ZAR (Incl VAT)</b>

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**5. Brief profile and name of key staff member for backstopping the above project at your company.**

**5.1 Technical Research (Traffic and Road Safety Engineering):**


**5.2 Behavioural Research (Related to Road Safety):**


**5.3 Social Research (Related to Road Safety):**


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**6. Overview of the Expert(s):**

**6.1 Technical Research (Traffic and Road Safety Engineering):**


**6.2 Behavioural Research (Related to Road Safety):**


**6.3 Social Research (Related to Road Safety):**


**7. Contact person for queries:**

<b>Email:</b>	<a href="mailto:Bidadmin@rtmc.co.za">Bidadmin@rtmc.co.za</a>
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We herewith affirm that the above data is true and complete.

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**Notes on completing the expression of interest:**

- Please submit your expression of interest to maximum ten (10) pages.
- Please submit CVs to the above mentioned personnel specifications.
- If you are declaring your interest within the framework of a consortium, please supply the details requested above for each partner separately, and name the lead partner.

**NB: Disclaimer.**

**The RTMC reserves the right to withdraw the Expression of Interest at any stage.**