



**NORTH-WEST  
HOUSING CORPORATION**

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## **ANNEXURE A**

# **TERMS OF REFERENCE FOR REQUEST FOR PROPOSAL MORULA SUN HOTEL LEASE TO A BRANDED HOTELIER**

**TABLE OF CONTENTS**

1.0 BACKGROUND .....3

2.0 INTRODUCTION .....3

3.0 PURPOSE AND OBJECTIVE OF THE RFP PROCESS .....5

4.0 CONTRACT AWARD.....5

5.0 DESCRIPTION OF FACILITIES AT THE HOTEL .....7

## 1.0 BACKGROUND

The North West Housing Corporation (NWHC) spends large amounts of money on the procurement of goods and services annually. It is essential that purchasing is conducted in a consistent, orderly, transparent, responsible and cost-effective manner in order to avoid fruitless and wasteful expenditure. The NWHC's funds must be managed responsibly, ensuring that goods and services of the correct quality and quantity are delivered at the right time and

## 2.0 INTRODUCTION

The North West Housing Corporation (hereinafter referred to as the "NWHC") is a schedule (3)C public entity established in terms of the Public Finance Management Act and had been established in terms of the North West Housing Corporation Act of 1982 as amended. NWHC is a world class provider of sustainable, integrated and affordable housing solutions.

The NWHC owns the Morula Sun Hotel and it has the following facilities:

- Accommodation
- Bars
- Kitchens
- Restaurants
- Conference/Function Facilities
- Entertainment Water Feature
- Braai Areas
- Spar
- Kids Gaming Area
- Pools
- Gardens
- Parking
- Security Infrastructure

It is the intention of the NWHC to lease the property and have its privately managed by a branded hotelier to further enhance the overall offering of accommodation and the rest of its facilities to the public.

Accordingly, NWHC is issuing this Request for Proposals (“RFP”), to which hotel operators or teams (each a “Respondent”) can propose to become the selected hotel operator for the hotels.

Respondents must be in the hospitality industry and must offer:

- world-class management expertise
- (ii) global reservation system capabilities,
- (iii) have experience in the management of hotels that are “Supper Upscale” or above,

The Respondent that is ultimately awarded a management services agreement (the “Operator”) shall provide the following:

- Technical Assistance Services;
- Purchasing and Installation of Furniture, Fixtures, & Equipment (“FF&E”)/Operating Supplies & Equipment (“OS&E”);
- Pre-Opening Services, and;
- Ongoing Management and Operations of the Hotel (which is, “Management Services”);
- High-profile on tourism;
- Direct access to Airport Transit System;
- Active participation in development of the Hotels’ concepts and positioning;
- Immediate penetration of a high barrier to entry market;
- An opportunity for iconic design and certification;
- Development with streamlined approvals,
- Establishment of a global marketing platform at world-class standards
- Excellent Management of supply constrained market.

### **3.0 PURPOSE AND OBJECTIVE OF THE RFP PROCESS**

The purpose of this RFP is to select a first-class Operator of Upper Upscale or better hotels to provide Management Services at the Morula Sun Hotel. The NWHC expects to reach an agreement with an Operator as to the terms and conditions of a Management Agreement providing Management Services.

The objectives of this RFP are to identify an Operator that:

- Understands the NWHC's Vision for the Hotel, and offers a suite of services and experience aligned with that Vision;
- Understands the nuances of the hotel submarket and comprehends the unique opportunities and challenges related to operating the hotels;
- Has successfully operated and managed Upper Upscale or above hotels in multiple markets;
- Provides and can demonstrate experience providing tailored, innovative approaches to hotel operations;
- Will compose and implement a comprehensive Operations Plan to ensure the highest level of services for the Hotel; and
- Achieves and maintains standards that meet or exceed NWHC's goals.

### **4.0 CONTRACT AWARD**

Based on proposals received to this RFP, it is the intent of the NWHC to select the highest-ranked and most responsive Respondent for contract negotiations. This RFP does not in any way limit the NWHC's right to solicit contracts for similar or identical services if, in the NWHC's sole and absolute discretion, it determines Proposals received are inadequate to satisfy its needs.

The NWHC has sole and absolute discretion over whether or not to select a Respondent or Respondents for negotiations.

NWHC will select a Respondent or Respondents with whom NWHC staff and its Legal Counsel shall commence negotiations. The selection of any proposal shall not imply acceptance by the NWHC of all terms of the proposal(s), which may be subject to further negotiation and approvals before the NWHC may be legally bound thereby.

The Management Agreement is not considered to be awarded until the negotiations are successfully concluded and the contract is approved by the NWHC Board and subsequently executed by the CEO.

## 5.0 DESCRIPTION OF FACILITIES AT THE HOTEL

The table below quantifies the available facilities at the hotel

ITEM	DESCRIPTION	QUANTITY
1	Presidential Rooms	1
2	Luxury Rooms	7
3	Standard Rooms	66
4	Lethabang Bar	1
5	Spar Bar	1
6	Calabash Kitchen	1
7	Staff Kitchens	2
8	Reception	1
9	Information Desk	1
10	Kids Gaming Area	1
11	Mini Shop	1
12	Security Control Room	1
13	Pools	2
14	Function Venues	2
15	Staff Entrance	1
16	Kitchen Stores	1
17	Cellar Stores	1
18	Boom Gate	1
19	Gardens	
20	Water Park with Chalets	