



a world class African city



City of Johannesburg  
Johannesburg Development Agency

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[www.joburg.org.za](http://www.joburg.org.za)

19 November 2008

Dear Sir / Madam

## REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of the goods/services of the following goods/services

### Occupational Health and Safety Consultant

The JDA requires the services of a suitably qualified and registered professional Occupational Health and Safety firm to assist in facilitating and ensuring compliance with occupational health and safety regulations in accordance with the latest Occupational Health and Safety Act. In addition the Occupational Health and Safety Consultant will be responsible for developing a comprehensive health and safety specification for the Upgrade of Stadium Avenue and League / National Avenue in Nasrec, undertaking risk identification assessments, evaluation and approval of occupational health and safety plan submitted by contractors and preparation of monthly safety audit reports. The works entail Upgrading of the above roads, paved walkways, streetlighting and street furniture. Duration is 6 months commencing from 05 January 2008.

The full scope of Occupational Health and Safety services required is as follows:

- o Prepare the Health and Safety specification for the construction work and provide any principal contractor who is making a bid or appointed to perform construction work for the client with same.
- o Take reasonable steps to ensure that each Principal contractor's health and safety plan as determined in regulation 5(1) is implemented and maintained on the construction site: Provided that steps take, shall include audits at intervals mutually agreed upon between the client and Principal contractor, but at least once very month.
- o The client, through the appointed health and safety consultant, shall discuss and negotiate with the principal contractor the contents of the health and safety plan contemplated in regulation 5(1) and thereafter finally approve the health and safety plan for implementation.
- o The client may appoint an agent in writing to act as his or her representative and where such an appointment is made, the responsibilities as are imposed by these regulations upon a client, shall as far as reasonably practicable, apply to the agent so appointed.

### Location

The Nasrec Development Area (NDA) is bounded by Crown Mines Golf Course to the east, Randshow Road to the south, the N1 Concrete high-way to the west and the Soweto Highway to the north. NDA incorporates the Johannesburg Expo Centre and FNB Soccer City.

### **Building a better city**

Directors  
S. Nkosi (Chairperson) L. Bethlehem (CEO) R. Moola N. Fraser S. Sengani A. Roriston L. Matlhape V. Mokwena J.  
Vilakazi L. Vuthula A. Goldsmith (Company Secretary)  
Registration Number: 2001/005101/07

**NOTE:** Tenderers are to submit quotes for individual projects as stipulated above, a total amount must take into account economies of scale achieved should one organisation be appointed for all the projects above. Tenderers are therefore encouraged to offer discounts. The quotations may be broken down for the following activities:

- Development of project specific Occupational Health and Safety Specifications.
- Approval of Contractor's health and safety Plan
- Monthly evaluation and audit of the contractor's site, including submission of a report to the Project Manager/ Principal Agent.
- Any other activity that the tenderer feels should be included in the health and safety process in terms of the applicable regulation.

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The quotation must be submitted on a letterhead of your business and can be faxed, e-mail or delivered by hand not later than 25 November 2008 to:

Contact : Garry Mmulutsi  
Tel : (011) 688 7812  
Fax : (011) 688 7899  
e-mail : [gmmulutsi@jda.org.za](mailto:gmmulutsi@jda.org.za)

Address : Johannesburg Development Agency  
: No 3 President Street  
: The Bus Factory  
: Newtown

The following conditions will apply:

- A valid Tax Clearance Certificate must be submitted.
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- If the price quoted is above R 30 000 inclusive of VAT, the quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000). For this purpose the Tax Clearance Certificate, Declaration of Interest and the BEE Forms are enclosed and must be scrutinized, completed and submitted together with your quotation.
- The successful provider will be the one scoring the highest points.

NB: No quotations will be considered from persons in the service of the state<sup>i</sup>

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

**Garry Mmulutsi**

Development Manager

<sup>1</sup> \* MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
    - (i) any municipal council;
    - (ii) any provincial legislature; or
    - (iii) the national Assembly or the national Council of provinces;
  - (b) a member of the board of directors of any municipal entity;
  - (c) an official of any municipality or municipal entity;
  - (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
  - (e) a member of the accounting authority of any national or provincial public entity; or
  - (f) an employee of Parliament or a provincial legislature.
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