



a world class African city



City of Johannesburg  
Johannesburg Development Agency

No 3 President Street  
The Bus Factory  
Newtown  
Johannesburg, 2000  
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[www.joburg.org.za](http://www.joburg.org.za)

09 October 2009

Dear Sir / Madam

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS**

Kindly furnish me with a written quotation for the supply of the following goods:-

- Installation, configuration, testing and deploying Exchange Server 2007.
- Quotation must include the following:
  - Migration of the mx records and mail boxes from the hosted environment to the new onsite environment.
  - Client configuration and testing (60 users).
  - Antivirus Configuration
  - 3 months handholding to internal IT Department.

The quotation must be submitted on the letterhead of your business and can either be emailed or delivered by hand not later than **20 October 2009** to:

Bekezela Mhlanga  
The Bus Factory  
3 President Street  
Newtown  
Johannesburg 2000

Email addresses  
[bmhlanga@jda.org.za](mailto:bmhlanga@jda.org.za)

For any queries please contact

Bekezela Mhlanga IT & Systems Manager <a href="mailto:bmhlanga@jda.org.za">bmhlanga@jda.org.za</a> Telephone : 011 688 7866	Mbali Ntusi IT & Systems Officer <a href="mailto:mntusi@jda.org.za">mntusi@jda.org.za</a> Telephone: 011 688 7833
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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 available on the JDA website

**Building a better city**

**Directors**

L. Vutula (Chairperson) A. Roriston L. Matlhape D. Lewis N. Lila D. Naidu P. Masilo L. Bethlehem (CEO) A. Goldsmith (Company Secretary)  
Registration Number: 2001/005101/07

(www.jda.co.za) and must be scrutinized, completed and submitted together with your quotation.

- The successful provider will be the one scoring the highest point

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.

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1 . \*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.