

Tender Notice and Invitation to Tender

Request for Proposals for: Appointment of a Service Provider to Review, Develop and Assist in the Implementation of an Ethics Management Programme

Contract No: JDA ETHICS

Tenderers are invited to submit proposals to assist the JDA in the implementation of an Ethics Management Programme. The scope of works is as follows: • Review of the Ethics code of conduct • Facilitate an Ethics Risk Assessment and generate an Ethics Risk Profile with corresponding ethics management plan • Create awareness with regard to revised ethics code and ethics principles relating to the JDA.

Individual or multidisciplinary companies and joint ventures are eligible to submit tenders provided that they satisfy criteria stated in the tender data.

The physical address for collection and submission of tender documents is Johannesburg Development Agency, The Bus Factory, 3 Helen Joseph Street, Newtown 2000.

Documents may be collected during working hours between 08:00 and 17:00 as from 25 November 2015.

A non-refundable tender fee of R250 must be deposited in the JDA's bank account as follows: Standard Bank; Account Number: 000198366; Branch Code: 000 205 with reference JDA ETHICS. Proof of payment is required on collection of the tender documents.

Queries relating to the issue of these documents may be addressed to B Johnston or N Lamola, JDA, The Bus Factory, 3 Helen Joseph Street, Newtown 2000 or fax: 086 595 1710 or e-mail: bjohnston@jda.org.za and nlamola@jda.org.za

A compulsory tender briefing session with representatives of the Employer will take place at the Johannesburg Development Agency offices, 3 Helen Joseph Street, Newtown on 2 December 2015 starting at 10:00.

The closing time for receipt of tenders is 12:00 on 9 December 2015. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Tenders must only be submitted on the tender documentation that is issued. The retyping of the tender document is not permitted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the tender data.

The JDA's selection of qualifying tenders will be at the JDA's sole discretion and will be final. The JDA does not bind itself to accept any particular tender. Correspondence will be entered into with the successful tenderer.

We encourage all people doing business with us to report any corrupt or illegal practice, using the anti-fraud hotline number: 0800 002 587.



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