



a world class African city



City of Johannesburg
Johannesburg Development Agency

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15th January 2008

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS for
Consultancy Services for full engineering services for the structural design, detailing and
quality inspection of structural components at the Worker's Library in Newtown**

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

Consultancy Services for full engineering services for the structural design, detailing and quality inspection of structural components at the Worker's Library in Newtown

The contract period is 4 months commencing on 28th of January 2009 and ending on 30 April 2009

The quotation must be submitted on the letterhead of your business and delivered - by hand not later than **12h00 on 23rd January 2009** – to the JDA's offices, Ground Floor, The Bus Factory, 3 President Street, Newtown, Johannesburg.

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 point

NB: No quotations will be considered from persons in the service of the stateⁱ

Failure to comply with these conditions may invalidate your offer.

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

PLEASE NOTE THE FOLLOWING:

THE ARCHITECTURAL LAYOUT IS AVAILABLE AT THE JDA FOR COLLECTION, THAT DETAILS THE LAYOUT OF THE PROPOSED BUILDING AND HENCE THE ENGINEERING INPUT REQUIRED.

The following architectural drawings are available for collection:

- **Visitors Centre, plans, sections, elevations and details, drawing number 0804\WD04**
- **Fence details, drawing number 0804\WD05**
- **Steel structure, plans and details, drawing number 0804\WD07**

The geotechnical conditions are such that the structure will need to be founded on a raft foundation and hence the consultant needs to price the work accordingly. The consultant will be expected to provide the construction details of this raft within two weeks of the Consultants appointment.

Yours faithfully
Celestine Mouton
Development Manager
011 688 7834
cmouton@jda.org.za

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.

PRESENTATION OF QUOTATIONS

Submissions are to consist of a short (not to exceed 30 pages) and comprehensible report that must provide the JDA with sufficient information to make a sound and fair evaluation of the quotation as well as the experience and capability of the applicant to undertake and manage the project successfully. The report should **use the same item numbers as below** for the required sections of the report. The following information must be clearly spelt out :

1. Company Background, lists of **similar** (not all) projects including client name, contact person and telephone number.
2. Provide an organogram of the **individuals to be involved on this project** and note their designations. Attach detailed résumés of **said individuals**. A company profile showing all members CV's is **not acceptable**.
3. Tenderers are to illustrate where the proposed team is currently committed and what percentage of their time is spent on said commitments. The value of each commitment must also be declared as well as a percentage estimate of the time planned to be dedicated to this project.
4. Applicants are required to submit detailed quotations based on identifiable deliverables defined in rand terms. Applicants are to submit a cash flow which illustrates the fee proposal linked to deliverables. All disbursements, etc are to be **included** in the quotations. Tenderers are to provide a detailed summary of their proposed services.
5. The applicant's SMME status.
6. Proof of registration with the appropriate engineering authority.
7. An original valid Tax Clearance Certificate.
8. The Declaration of Interest and the BEE Forms as found on the JDA website, must be scrutinized, completed and submitted together with your quotation.

Note for joint ventures

- The items above are to be addressed and completed by **EACH** member of the joint venture
- An agreement between all parties of the joint venture is to accompany the tender submission
- A lead consultant is to be appointed and noted in the submission
- BEE status is to be based on a profit sharing ratio and is to be verified by independent auditors if the tender is successful. This will be for the tenderers cost.