



a world class African city



City of Johannesburg
Johannesburg Development Agency

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REQUEST FOR QUOTATION: UPGRADING OF THE JDA SHAREPOINT SYSTEM

BACKGROUND

The Johannesburg Development Agency is a wholly owned entity of the City of Johannesburg, whose mandate is to deliver successful capital expenditure projects in areas in decay, thereby regenerating and creating thriving precincts on behalf of the City.

The Johannesburg Development Agency requires a MOSS service provider to upgrade the JDA SharePoint system. The JDA SharePoint operates as a document management system as well as an Intranet.

Kindly furnish me with a quotation for the Upgrading of the JDA SharePoint System

Requirements

- Upgrade and Implementation of:
 - New look and feel
 - Simplified navigation
 - Provision of training on upgraded SharePoint
 - Maintenance of a relationship with the website
 - Ongoing maintenance and system support

Bidders are expected to forward their company profile that includes list of previous experiences and references. Bidders will provide a detailed proposal of execution.

The quotation must be submitted on the letterhead of your business and can either be emailed to or delivered by hand not later than **Monday, 25th May 2009** at 12h00 to: **3 President Street, Bus Factory, Newtown**

The following conditions will apply:

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

- 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 under the Tenders Page.
- 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.

Yours faithfully

Susan Monyai
Marketing Specialist

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Email: monyais@jda.org.za

ⁱ * 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.