



a world class African city
4 February 2010



City of Johannesburg
Johannesburg Development Agency

No 3 President Street PO Box 61877 Tel +27(0) 11 688 7851 (O)
The Bus Factory Marshalltown Fax +27(0) 11 688 7899/63
Newtown 2107 E-mail: info@jda.org.za
Johannesburg, 2000

www.jda.org.za
www.joburg.org.za

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

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

- Information Technology Support Services

The supplier must have the capacity to provide IT support services on a Microsoft environment. Proof of staff member/s MSCE certification must be supplied with the quotation.

The quotation should make clear an hourly rate for various levels of technicians on a **call out basis**. An SLA will be entered into with the winning quotation.

Expected Skills are

- Windows Server 2003 - 2008.
- ISA firewall
- MS VMWare
- Microsoft Exchange

The quotation must be submitted on the letterhead of your business clearly marked IT SUPPORT SERVICES and can either be emailed or delivered by hand not later than **16 February 2010** to:

Bekezela Mhlanga
The Bus Factory
3 President Street
Newtown
Johannesburg 2000

Email addresses
bmhlanga@jda.org.za

For any queries please contact

Bekezela Mhlanga IT & Systems Manager bmhlanga@jda.org.za Telephone : 011 688 7866	Tiyiselani Tshuketana IT & Support Officer ttshuketana@jda.org.za Telephone: 011 688 7822
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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.

Building a better city

Directors

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

- 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 (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 stateⁱ

Failure to comply with these conditions may invalidate your offer.

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.