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City of Johannesburg
Johannesburg Development Agency

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Date: 27 January 2011

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of the following goods/ services

Occupational Health and Safety Consultant Services for the Construction of Civil Works for Bus Depot in Dobsonville - Soweto

Project Overview

The Johannesburg Development Agency (JDA) has been appointed by the City of Johannesburg (CoJ) to facilitate the implementation on the 'Bus Rapid Transit (BRT) – Rea Vaya' facility. The BRT is the simple, yet efficacious idea of creating rail-like performance using road based technologies, which are affordable to most cities. As outlined in the BRT framework the following critical issues shall be addressed through the process:

- Urban Management, safety and security
- Economic development
- Fast, comfortable and cost effective urban mobility

This section scope of works entails:

- Site clearance: removal of rubble
- Services connection new installation: water, potable water, water and fire reticulation services, electrical and stormwater.
- Layerworks: construction of parking areas
- Kerbing and channelling: construction of precast concrete kerbs and channels.
- Paving and surfacing: construction of concrete paving and asphalt wearing courses.
- Fencing: construction of concrete palisade fence to the perimeter of the site and gate
- Electrical reticulation
- Washbay and drybay area construction

Preferences are offered to tenderers who have Black Equity Ownership, Black Executive Management and General Workforce participation.

The JDA requires the services of a suitably qualified and registered professional Occupational Health and Safety firm to assist in facilitating and ensuring compliance with occupational health and safety regulations in accordance with the latest Occupational Health and Safety Act for the rehabilitation of Nasrec BRT Link Phase 1. In addition the Occupational Health and Safety

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Directors

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

Consultant will be responsible for developing a comprehensive health and safety specification applicable to specific project, undertaking risk identification assessments, evaluation and approval of occupational health and safety plan.

The scope overview of Occupational Health and Safety services required is as follows:

- Prepare the Health and Safety specification for the building construction work and provide any principal contractor who is making a bid or appointed to perform construction work for the client with same.
- Take reasonable steps to ensure that each Principal contractor's health and safety plan as determined in regulation 5(1) (where is this stated?) is implemented and maintained on the construction site: Provided that steps taken, shall include audits at intervals mutually agreed upon between the client and Principal contractor, but at least once very month.
- The client, through the appointed health and safety consultant, shall discuss and negotiate with the principal contractor the contents of the health and safety plan contemplated in regulation 5(1) and thereafter finally approve the health and safety plan for implementation.
- The client may appoint an agent in writing to act as his or her representative and where such an appointment is made, the responsibilities as are imposed by these regulations upon a client, shall as far as reasonably practicable, apply to the agent so appointed.

The implementation of this project will take place in the JDA financial year of 2010/2011.

The quotation must be submitted on the letterhead of your business and delivered - by hand not later than Thursday **12h00 on 4 February 2011** – 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
- Copy of the latest municipal account
- 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.

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

Siyabonga Genu
Development Manager

011 688 7823

sgenu@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.
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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 résumé's 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.