



**COMPLIANCE REGISTER FOR OPENING OF BIDS**  
**TENDER OPENING PROCEDURE**

RFP 05/2018

**RFP 05/2018 REQUEST FOR PROPOSALS FOR THE LEASE OF A PORTION OF PORTION 89 OF FARM RIETFONTEIN NO.61 IR – FAIRMOUNT SPORTS CLUB FOR SPORTS AND RECREATIONAL PURPOSES**

To ensure accountability, responsibility and transparency that the following tender opening process will apply:

1. The following people will form a Tender Receipt Committee:
  - Project Manager
  - Committee Officer
  - Procurement Officer
  - Risk and Audit Management
  
2. It is the responsibility of the Committee Officer to ensure that invitations to attend the Opening of the Tender meeting are sent out immediately after the Bid Specification Committee has advised of the closing date of the Bid via an emailed calendar request.
  
3. The Tender Receipt Committee must open and witness tenders, and undertake the following tasks in respect of each tender exercise:
  - The time, date and number of bids received must be stated by all Tender Receipt Committee members in the receipt form below.
  - Bidders that attend the tender opening meeting must also sign the form confirming the number of bids received.
  - All bid documents must be stamped to be received on time, at the tender opening meeting.
  - The witnessed and opened tender documents must be taken by SCMU and be stored securely under lock and key at all times.
  
4. The Committee Officer will keep the Tender Opening Form and file it as part of the audit trail for Procurement.
  
5. Tenders that are received after the time and date specified on the Tender Opening Form for whatever reason must be held separately and remain unopened, and the Supply Chain Manager informed immediately that a late tender has been received. Any late tenders must all be treated equally with regards to their refusal.

CITY OF JOBURG PROPERTY COMPANY	
SCMU	
TENDER RECEIVED ON TIME	
TIME:.....	
01 JUN 2018	
SIGNATURE:.....	
SIGNATURE:.....	



**PROJECT NAME: RFP 05/2018- REQUEST FOR PROPOSALS FOR THE LEASE OF A PORTION OF PORTION 89 OF FARM RIETFONTEIN NO.61 IR – FAIRMOUNT  
SPORTS CLUB FOR SPORTS AND RECREATIONAL PURPOSES  
ATTENDANCE REGISTER FOR TENDER CLOSING**

Tenders opened in the presence of:		
<b>Names</b>	1. Prudence Makhobane	2.
<b>Designation</b>	SUPPLY CHAIN SPECIALIST	RISK AND AUDIT MANAGEMENT
<b>Departments</b>	Supply Chain (Finance)	
<b>Signatures</b>		
<b>Dates</b>	01-06-2018	
<b>Number of Bids Received</b>	Three (03)	

Tenders opened in the presence of:		
<b>Names</b>	3. Mliswa Bayi	4. Duduza Ndandwe
<b>Designation</b>	PROJECT MANAGER	COMMITTEE OFFICER
<b>Departments</b>	Property Management	SCM
<b>Signatures</b>		
<b>Dates</b>	01/06/18	1 June 2018
<b>Number of Bids Received</b>	3	Three (03)

PN M.D



ATTENDANCE REGISTER FOR BIDDERS

Tenders opened in the presence of:		
<b>Names of representatives/ Company Name</b>	1. Thabo Serote Mothan and Colquh Foundation	2.
<b>Date &amp; Signature</b>	1 June 2018 Serote	
<b>Contact no &amp; Email</b>	0837403703 hello@utternis.co.za	
<b>Number of Bids Received</b>	3	
<b>Signature</b>	Serote	

Tenders opened in the presence of:		
<b>Names of representatives/ Company Name</b>	3.	4.
<b>Date &amp; Signature</b>		
<b>Contact no &amp; Email</b>		
<b>Number of Bids Received</b>		
<b>Signature</b>		

RM  
n.e. DN

Tenders opened in the presence of:		
<b>Names of representatives/ Company Name</b>	5.	6.
<b>Date &amp; Signature</b>		
<b>Contact no &amp; Email</b>		
<b>Number of Bids Received</b>		
<b>Signature</b>		

Tenders opened in the presence of:		
<b>Names of representatives/ Company Name</b>	7.	8.
<b>Date &amp; Signature</b>		
<b>Contact no &amp; Email</b>		
<b>Number of Bids Received</b>		
<b>Signature</b>		

*Handwritten initials:* M.P. U.N.



**Tenders opened in the presence of:**

<b>Names of representatives/ Company Name</b>	9.	10.
<b>Date &amp; Signature</b>		
<b>Contact no &amp; Email</b>		
<b>Number of Bids Received</b>		
<b>Signature</b>		

**Tenders opened in the presence of:**

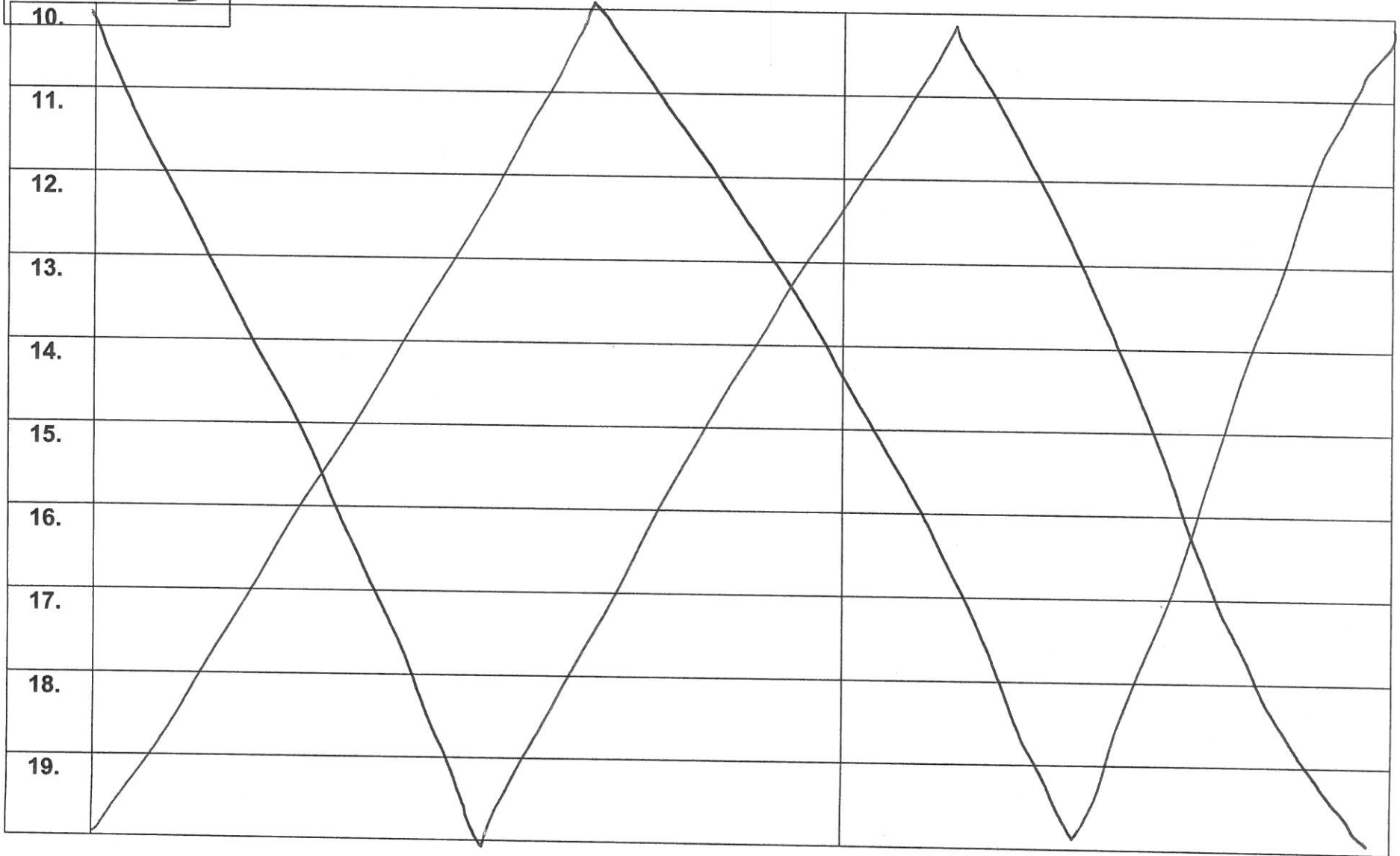
<b>Names of representatives/ Company Name</b>	11.	12.
<b>Date &amp; Signature</b>		
<b>Contact no &amp; Email</b>		
<b>Number of Bids Received</b>		
<b>Signature</b>		

*P-7*  
*M.P. D.N.*

**2018- REQUEST FOR PROPOSALS FOR THE LEASE OF A PORTION OF PORTION 89 OF FARM RIETFontein NO.61 IR - FAIRMOUNT SPORTS CLUB FOR SPORTS AND RECREATIONAL PURPOSES**

NO.	NAMES OF BIDDERS	PRICE
1.	South African Elite Football Academy NPC	R3.500
2.	Mogion and Colour foundation 184-960 NPO	R5.000
3.	Chochulani Construction & Projects	(NOT INDICATED)
4.		
5.		
6.		
7.		
8.		
9.		

M.P. DR



Pen

M.P.

D.W

21.		
22.		
23.		
24.		
25.		
26.		
27.		

Date: Friday, 01 June 2018

Confirmed: SCMU:  Confirmed: Project Manager: \_\_\_\_\_

Confirmed: Risk and Audit: \_\_\_\_\_

*p.m. m.p. D.N.*