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

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.



RFP 35/2019: REQUEST FOR PROPOSALS FOR THE LONG TERM LEASE AND DEVELOPMENT OF ERVEN 31, 32 ORANGE GROVE.

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ATTENDANCE REGISTER FOR TENDER CLOSING

Tenders opened in the presence of:		
Names	1. Dilcedw Ndayane	2. Bonga Mashilo
Designation	SUPPLY CHAIN SPECIALIST	RISK AND AUDIT MANAGEMENT
Departments	SCM	Probity Audit
Signatures		
Dates	31/07/19	31/07/19
Number of Bids Received	5 (Five)	5 (Five)
Tenders opened in the presence of:		
Names	3. Miliswa Bayi	4. Reabetowe Dube
Designation	PROJECT MANAGER	COMMITTEE OFFICER
Departments	Property Portfolio	SCM
Signatures		
Dates	31/07/19	31/07/2019
Number of Bids Received	5 (Five)	5 (FIVE)





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ATTENDANCE REGISTER FOR TENDER CLOSING

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Tenders opened in the presence of:

Names of representatives/ Company Name	1. Pace Property Group	2.
Date & Signature	31/07/2019	
Contact no & Email	Melody@pace.co.za	
Number of Bids Received	RFP: 41 RFP: 48 RFP 49	
Signature	[Signature]	

Tenders opened in the presence of:

Names of representatives/ Company Name	3.	4.
Date & Signature		
Contact no & Email		
Number of Bids Received		
Signature		





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NO	NAMES OF BIDDERS
1.	Planet Earth properties CC
2.	Sunshine Real Estates (Pty)Ltd
3.	Moloko Group Holding (Pty)Ltd ✓
4.	Khum MK Investments CC
5.	Stephen Nale Properties JV
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	



31 July 2019

14. Joburg

15.

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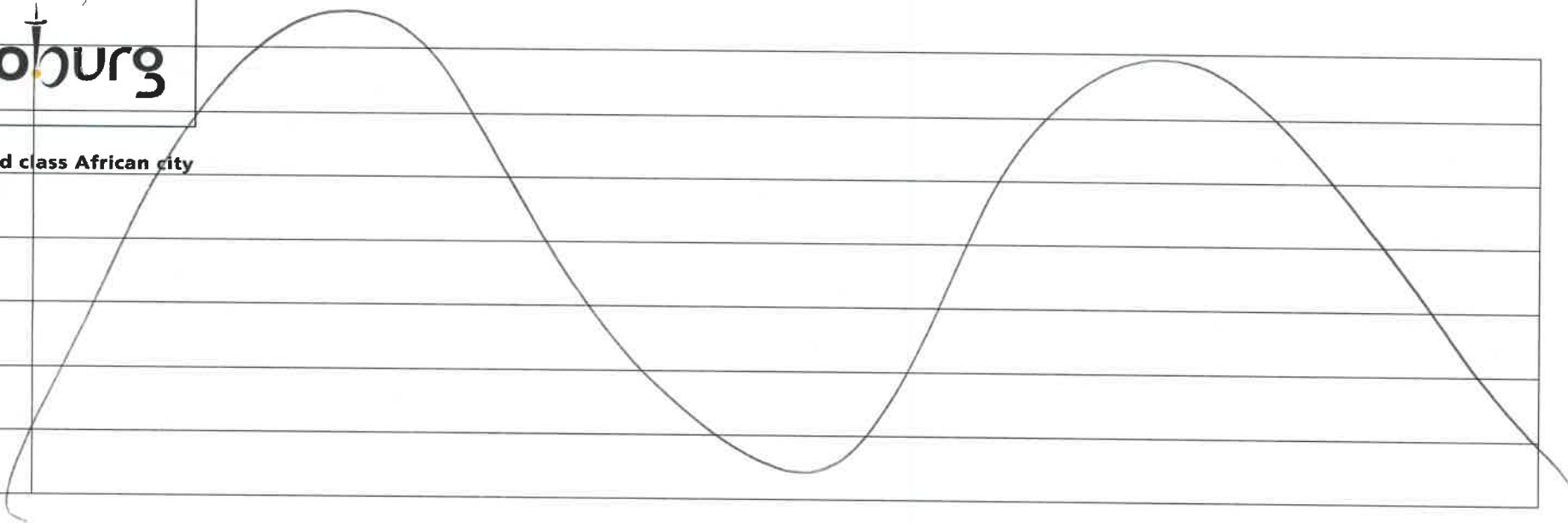
16.

17.

18

19.

20.



Date: Wednesday, 31 July 2019

Confirmed: SCMU: [Signature]

Confirmed: Project Manager: [Signature]

Confirmed: Risk and Audit: _____

