



OPEN TENDER PROCESS

SERVICE PROVIDER NAME: _____

REQUEST FOR QUOTATIONS FOR THE PROVISION OF GOODS AND SERVICES AT JPC

JPC requests your quotation on the goods and/or services listed hereunder and/or on the available RFQ forms. Please furnish all information as requested and return your quotation on the date stipulated. Late and incomplete submissions will invalidate the quotation submitted.

DATE OF ISSUE	15 April 2021
DEPARTMENT	JPC: Property Development
RFQ NUMBER:	RFQ43 /2021
DESCRIPTION OF GOODS/SERVICES	Supply Chain Management unit hereby requests quotations from Specialized Advertising Agencies, Newspaper Agents and other parties for the issuing of a newspaper advertisement for the proposed permanent closure, servitude cancellation and registration, sale, lease of council owned land in the City of Johannesburg Municipality on the following Newspapers: Sowetan, Star and Beeld on behalf of JPC. Copy of the Advert is attached hereto marked Annexure "A". The Advert should be placed in The Star, Beeld and Sowetan Newspapers The size of the advert should be approximately 20x4.



RFP SPECIFICATION FORMS/ DOCUMENTS WERE ISSUED ON THE JPC WEBSITE AND NOTICE BOARD	Issued on the JPC Website and notice board
COMPULSORY REQUIREMENTS	Submission of all required documents including compliance with all the requirements Submission of all MBD forms and price Failure to submit the above will result in a disqualification
DATE AND TIME OF THE COMPULSORY BRIEFING SESSION	There will be no briefing session held
VENUE OF THE COMPULSORY BRIEFING SESSION	None. There will be no briefing session held
<u>SUBMISSION OF QUOTATIONS:</u>	City of Joburg Property Company SOC Ltd (JPC) 33 Hoofd Street, Forum I, Ground Floor , Braam Park Braamfontein 2017 Submissions must be deposited into the RFQ Box at, Forum I, Ground Floor, Braam Park, Braamfontein No emailed submissions will be accepted.
CLOSING DATE: CLOSING TIME:	23 April 2021 10H30AM
ENQUIRIES:	shleza@jhbproperty.co.za tenders@jhbproperty.co.za

QUOTATIONS will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000) & JPC's Supply Chain Management Policies and Procedures.



CHECKLIST

RFQ NR: RFQ43/2021

PLEASE USE THE CHECKLIST TO CONFIRM THAT ALL COMPULSORY DOCUMENTS HAVE BEEN ATTACHED TO YOUR QUOTATION

No	Details	✓
1.	Certified Copy of Company Registration Document	
2.	Rates & Taxes Invoice for Company OR Certified Copy of Lease Agreement OR Affidavit Certified by the SAPS	
3.	Rates and Taxes Invoice for All the Directors or Members of the Company for all their properties OR Certified Copy of Lease Agreement OR Affidavit Certified by the SAPS	
4.	Declaration on State of Municipal Account (Attached)	
5.	MBD 4: Declaration of Interest (Attached)	
6.	MBD 9: Certificate of Independent Bid Determination. (Attached)	
7.	MBD 6.4: Local Content (Attached) (IF REQUIRED)	
8.	Certified Copy of BBBEE certificate.	
9.	Tax Clearance Certificate or pin number	
12.	All alterations have been signed.	
13.	Quotation is signed.	
14.	Affidavit Stipulating that Service provider is not an employee of the State	
15.	Professional Indemnity insurance	
16.	Empowerment and Transformation Plan	
17.	MBD 4, 8 and 9	
18.	Central Supplier Database Registration (CSD)	

SIGNATURE _____

NAME _____



PLEASE NOTE THAT NOT SUBMITTING THE COMPULSORY DOCUMENTS, WILL LEAD TO DISQUALIFICATION

1. **Valid Tax clearance or SARS Tax clearance pin number. Failure to provide the Tax clearance certificate will result in the quotation being disqualified.**
2. **Latest copy of rate and taxes together with a completed “Declaration on State of Municipal Accounts” form. (Attached)**

Please note the following:

- a) **There must be a Rates & Taxes invoice for each of the Directors of the Company as well as for the Company. The Rates & Taxes Invoice cannot be older than 3 months. If Rates & Taxes are in arrears for more than 3 months, the quotation will be disqualified.**
 - b) **If the business is operated from the residence of one of the directors, an affidavit, certified, must be submitted stating the address of the business premises.**
 - c) **If the premises from where business is conducted or where a director is residing, is leased a copy of the lease agreement or an affidavit must be submitted.**
3. **The proposal page must be signed. If you are using your own format on your Company’s letterhead to quote please ensure that the quotation is signed.**
 4. **The attached MBD 9 form (Certificate of Independent Bid Determination) must be completed and submitted with the quotation. If the MBD 9 is incomplete or not attached the quotation will be disqualified.**
 5. **The attached MBD 4 form (Declaration of Interest) must be completed and submitted with the quotation. If the MBD 4 is incomplete or not attached the quotation will be disqualified.**



a world class African city



6. Both the MBD 4, 8 & 9 forms must be original for each quotation. No copies will be accepted. Both the MBD 4, 8 & 9 forms must be dated within the quotation period.
7. Proof of Directors: A certified copy of your Company Registration Documents
8. A certified copy of the B-BBEE Status Level Verification Certificate must be attached. If not attached no points for B-BBEE will be awarded.
9. All price alterations must be signed for by the Bidder confirming that such changes were made by the Bidder. PLEASE NOTE THAT PRICE CHANGES WITHOUT A SIGNATURE WILL LEAD TO THE DISQUALIFICATION OF THE QUOTATION SUBMITTED.

I HEREWITH CONFIRM THAT HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED REQUIREMENTS

SIGNATURE _____

NAME _____



a world class African city



CONDITIONS

1. All goods or services purchased will be subject to JPC SCM Policy and Procedures. A copy of said conditions is available from the SCMU office.
2. All purchases will be made through an official order form. Therefore no goods must be delivered or services rendered before an official order has been forwarded to and accepted by the successful bidder.
3. To participate in JPC's Quotation process for the procurement of goods and/or services, vendors are advised to get accredited and registered on JPC's Supplier Database. Supplier registration forms are available from the Supply Chain Management Unit. JPC is dealing only with the registered and accredited suppliers on its Database.
4. All prices quoted must be exclusive of Value Added Tax (VAT). Suppliers who are not registered for VAT will be treated as Non VAT Vendors.
5. Prices quoted must include delivery charges and goods must be delivered to the address indicated on the quotation page.
6. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.
7. Quantities are given in good faith and without commitment to JPC. The JPC reserves the right to increase or reduce the quantity to be in line with the set threshold for quotations prescribed in the SCM Policy.
8. **JPC DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.**
9. **QUOTATIONS SUBMITTED THROUGH FAX/EMAIL WILL BE AUTOMATICALLY DISQUALIFIED.**

I HEREWITH CONFIRM THAT I HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED REQUIREMENTS

SIGNATURE _____

NAME _____



a world class African city



ADDITIONAL REQUIREMENTS

DECLARATION

I certify that the information supplied is correct and I have read and understood the JPC General Conditions and Policies and Procedures and accept same

I further certify that all the required information has been furnished and the relevant forms completed and are herewith submitted as part of the quotation.

SIGNATURE: _____

NAME: _____

CAPACITY: _____

DATE: _____



SUPPLY CHAIN MANAGEMENT
P.O. BOX 31565
BRAAMFONTEIN
2017

VAT. NO: 4010194266

BIDDER:

TEL:

FAX:

Your Vendor Number With Us:

REQUEST FOR QUOTATIONS	
RFQ NUMBER	RFQ DATE
RFQ43/2021/	22 April 2021
CONTACT PERSON	
NAME:	SINDISO HLEZA
TEL/ CEL No:	010 219 9000

PLEASE NOTE THAT YOU MUST BE REGISTERED ON THE JPC SUPPLIER DATABASE

Submission Deadline: 22 April 2021

Submission Time: 10H30AM

VALIDITY OF RFQ: 30 DAYS

OFFICE USE ONLY:
PRICE/S TO BE VAT EXCLUSIVE

RFQ'S above R30 00 to a maximum of 50 000 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000), as amended

Points will be allocated as follows:

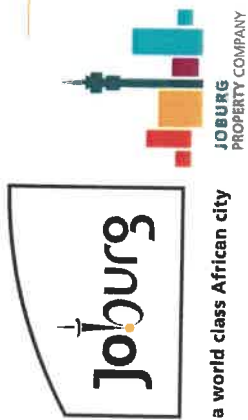
Points for price:	80
Points for B-BBEE (Max of 20):	20
B-BBEE status Level of Contributor	Number of Points (80/20 system)
1	20
2	18
3	16
4	12
5	8



a world class African city



6	6
7	4
8	2
Non-Compliant contributor	0



SIGNATURE OF BIDDER	
CAPACITY	

PLEASE NOTE THAT NO PRICE INCREASES WILL BE APPROVED AFTER SUBMISSION OF THE QUOTATION.
REQUEST FOR QUOTATIONS (RFQ NUMBER): RFQ43/2021



SCOPE OF WORK:

REQUEST FOR QUOTATIONS FROM SPECIALISED ADVERTISING AGENCIES, NEWSPAPER AGENTS AND OTHER PARTIES FOR THE ISSUING OF AN ADVERTISEMENT IN THE STAR AND SOWETAN NEWSPAPERS ON BEHALF OF JPC.

THE NEWSPAPER ADVERT MUST BE ISSUED IN THE STAR, BEELD AND SOWETAN NEWSPAPERS.

Kindly Provide quotations to JPC for consideration.

THE FOLLOWING DOCUMENTS ARE ATTACHED:

1. Copy of the Advert : Annexures "A"
2. MBD 4, 8 and MBD 9 Forms

NB.

ALL BIDDERS MUST PLEASE MAKE SURE THAT THEY KNOW WHAT THEY ARE QUOTING FOR.

No	Services	Price per Item	Total Excluding VAT
1.	Placing of a Newspaper Advert in the Star, Beeld and Sowetan Newspapers. The size of the advert be approximately 20 x 4		
			SUBTOTAL:
			VAT:
			TOTAL:

12



NB ANY AND ALL ALTERATIONS MUST BE SIGNED FOR BY THE BIDDER CONFIRMING THAT SUCH ALTERATION WAS MADE BY THE BIDDER. PLEASE NOTE THAT PRICE CHANGES WITHOUT A SIGNATURE WILL BE DISQUALIFIED

Conditions

1. All prices quoted must be exclusive of Value Added Tax (VAT).
2. Prices quoted must include delivery charges and goods must be delivered to the address indicated.
3. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.
4. Quantities are given in good faith and without commitment to the JPC.
5. Vendors not registered for Value Added Tax with SARS will be treated as Non VAT vendors.

**CITY OF JOHANNESBURG METROPOLITAN
MUNICIPALITY
LOCAL AUTHORITY NOTICE
Notice of 01/2021**

PROPOSED PERMANENT CLOSURE, SERVITUDE CANCELLATION AND REGISTRATION, SALE, LEASE OF COUNCIL-OWNED LAND IN THE CITY OF JOHANNESBURG MUNICIPALITY.

Notice is hereby given in terms of Sections 67, 68 and 79 (18) of the Local Government Ordinance, 1939, (Ordinance 17 of 1939), as amended, of the intention of the City of Johannesburg Metropolitan Municipality to register and cancel servitudes, permanently close off parks and roads, sell, lease the following properties:

PROPERTY DESCRIPTION	PURPOSE
Donation to the City of Johannesburg Municipality by River Club 32 Pty of Erf 889 River Club Extension 32 Township	Donation
Alienation of Erf 6456 Eldorado Park Extension 6	Alienation
Alienation Of Holding 290 Princess Agricultural Holdings (Formerly A Portion Of Brown Road)	Alienation
Alienation of a portion of Erf 449 Parkhurst adjacent to Erf 451 Parkhurst	Alienation
Lease Of Erf 4783 Ivory Park Extension 6 For An Early Childhood Development Purposes	Lease
Lease Of Erf 4966 Lehae Extension 1	Lease
Lease of Erf 5624 Orange Farm	Lease
Proposed Public Participation In Terms Of The Municipal Asset Transfer Proposed Lease Of Portions 94,95 And 96 Farm Klipfontein 58 IR For Sports And Recreational Purposes	Lease
Proposed Public Participation In Terms Of The Municipal Asset Transfer Proposed Lease Of Erven 72,73,74,75,79 And 80 Linksfield For Sports And Recreational Purposes	Lease
Proposed Public Participation In Terms Of The Municipal Asset Transfer Regulations For The Lease Of Holding 7 Paulshof Agricultural Holding Ext 3 For Sport And Recreational Purposes Formerly Lease Of Holding 7 Paulshof Agricultural Holdings Ext 3 For Sport And Recreational Purposes	Lease
Lease of Road reserve adjacent to Erf 603 Greenside Extension	Lease
Extension of Semi – Pedestrianised Fox Street (Between Eloff Street and Rissik Street) Johannesburg	Lease
Registration Of An Electrical Servitude Over The Remainder Of Farm Lenasia In Favour Of Eskom	Servitude
Rescission And Amendment Of Council Resolution In Respect Of Cancellation And Re-Registration Of Rand Water Servitude Over The Remainder Of Portion 5 Of The Farm Vierfontein 321 IQ Now Known As Portion 171 Of The Farm Vierfontein 321 IQ	Servitude
Registration of Pipeline Servitude Over Erf 1747 Mondeor Ext 2	Servitude
Registration of Pipeline Servitude Over Erf 1952 Mondeor	Servitude
Registration of Pipeline Servitude Over Ptn 13 Farm Rietvlei 101 IR	Servitude
Registration of Pipeline Servitude Over Holding 21 Patlynn AH	Servitude
Registration of Pipeline Servitude Over Ptn 79 Farm Eikenhof 323 IQ	Servitude
Registration of Pipeline Servitude Over Ptn 80 Farm Eikenhof 323 IQ	Servitude
Registration of Pipeline Servitude Over Ptn 76 Farm Eikenhof 323 IQ	Servitude

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 3.1 Full Name of bidder or his or her representative:.....
 - 3.2 Identity Number:
 - 3.3 Position occupied in the Company (director, trustee, shareholder²):.....
 - 3.4 Company Registration Number:
 - 3.5 Tax Reference Number:.....
 - 3.6 VAT Registration Number:
 - 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8 Are you presently in the service of the state? YES / NO
 - 3.8.1 If yes, furnish particulars.

¹MSCM 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.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

- 3.9 Have you been in the service of the state for the past twelve months?YES / NO
- 3.9.1 If yes, furnish particulars.....
-
- 3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO
- 3.10.1 If yes, furnish particulars.
-
-
- 3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO
- 3.11.1 If yes, furnish particulars
-
-
- 3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO
- 3.12.1 If yes, furnish particulars.
-
-
- 3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO
- 3.13.1 If yes, furnish particulars.
-
-
- 3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. YES / NO
- 3.14.1 If yes, furnish particulars:
-
-

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐

4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME).....
**CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY
BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js367bW