CLOSED TENDER PROCESS

NAME OF SERVICE PROVIDER: ____________________________

REQUEST FOR QUOTATIONS FOR GOODS AND SERVICES AT JPC

N.B. THIS REQUEST FOR QUOTATIONS (RFQ) IS ONLY ISSUED TO PROFESSIONALS
APPROVED FOR INCLUSION IN THE JPC PANEL OF PROFESSIONALS (POP 03/ 2018) UNDER
THE FOLLOWING CATEGORY: TURN KEY PROJECT MANAGEMENT

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.

<table>
<thead>
<tr>
<th>DATE OF ISSUE</th>
<th>15 March 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLOSING DATE</td>
<td>22 March 2019</td>
</tr>
<tr>
<td>CLOSING TIME</td>
<td>10H30 AM (TELKOM TIME)</td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>HOUSING</td>
</tr>
<tr>
<td>SCM NUMBER</td>
<td>N/A</td>
</tr>
<tr>
<td>PANEL NUMBER</td>
<td>POP 03/2018 PANEL OF PROFESSIONALS</td>
</tr>
</tbody>
</table>

DESCRIPTION OF GOODS/SERVICES

APPOINTMENT OF A SERVICE PROVIDER
FROM JPC PANEL OF PROFESSIONALS
(POP 03/2018) UNDER THE TURN KEY
PROJECT MANAGEMENT FOR GAS
EVALUATION, SUPPLY AND INSTALLATION
OF GAS COMPONENTS AT MADALA
HOSTEL IN (ALEXANDRA).

SCOPE OF WORK
- Remove any existing equipment
- The disposal of equipment must be in line the SAQCC GAS regulations
- 492 x Supply and installations of ring burners and 15mm galvanized mild steel pipes(new burners with cost piping)
- 492 x Supply and installations of butterfly valves
- 26 x Supply and installations of shut off valves
- 492 x Supply and installations of nipples
- 492 x Supply and installations of hose tail
- 3 x Supply and installations of 12.5mm orange hose pipe
- 2 x Supply and installations of Bas clamps
- 200 x Supply and installations of Holder bits
- 1 x C.O.C Should be issued by registered SAQCC GAS
- 1 x Pressure test the gas line
- 1x Supply and installations of signage as per OHASA Act.
- 1 x Apply Color-Coding on all gas pipes in compliance with OHASA Act. (prepare and paint pipe surfaces with corrosion resistant paint)
- 1 x Conduct a Risk assessment exercise and Prepare a Safety file
- 1 x Appoint a Safety officer to be on site at all the times.

**COMPULSORY BRIEFING SESSION**

Venue: JPC HEAD OFFICE  
Address: 1st Floor  
Forum II  
Braam Park  
33 Hoofd Street,  
Braamfontein  
2017  
TIME: 10:30am  
Date: Wednesday 20 March 2019

**RFQ SPECIFICATION FORMS/ DOCUMENTS ARE OBTAINABLE FROM:**

www.jhbproperty.co.za
COMPULSORY REQUIREMENTS

SAQCC Gas – Official South African Qualification and certification for Gas Installation and Gas Practitioners

SUBMISSION OF QUOTES:

1st Floor
Forum 2, Braampark
33 Hoofd Street
Braamfontein
2017

Submissions must be deposited into the RFQ Box at the Reception. No emailed submissions will be accepted

ENQUIRIES:

Lesiba Masemola
010 219 9000
lmasemola@jhproperty.co.za

N.B. Quotations submitted by Service Providers not included in POP 08/2018- Panel of Subcontractor specify grading will not be considered.

Quotations above R30 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) & JPC’s Supply Chain Management Policies and Procedures.

CHECKLIST

SCM NO: ____________________________

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

<table>
<thead>
<tr>
<th>No</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Certified Copy of Company Registration Document</td>
</tr>
<tr>
<td>2.</td>
<td>Rates &amp; Taxes Account for Company OR Certified Copy of Lease Agreement OR Affidavit Certified by the Commissioner of Oaths/ Arrangements letter</td>
</tr>
<tr>
<td>3.</td>
<td>Rates and Taxes Account for All the Directors of the Company OR Certified Copy of Lease Agreement OR Affidavit Certified by the Commissioner of Oaths/ Arrangements letter</td>
</tr>
<tr>
<td>4.</td>
<td>MBD 4: Declaration of Interest (Attached)</td>
</tr>
</tbody>
</table>
5. MBD 9: Certificate of Independent Bid Determination. (Attached)
6. MBD 6.4: Local Content (Attached) (IF REQUIRED)
7. Certified Copy of BBBEE certificate.
8. Valid Tax Clearance Certificate or Pin number
9. Empowerment Plan and employment statistics (youth, women and people with disabilities)
10. All alterations must be signed.
11. Quotation is signed
12. UIF
13. Copies of ID’s for the Directors or Members of the Entity
14. Copies of ID’s for the employees of the Entity and employment contracts
15. Central Supplier Data Base registration (CSD)
16. Works Insurance and Public liability insurance
17. Affiliation / Registration with Professional bodies (SAQCC GAS)
18. Professional Indemnity

SIGNATURE________________________________________

NAME________________________________________

PLEASE NOTE THAT NOT SUBMITTING THE COMPULSORY DOCUMENTS MAY LEAD TO DISQUALIFICATION

1. Valid Original tax clearance.

Please note that copies of tax clearance certificates are not valid as per SARS and they will not be accepted by JPC. Failure to provide the original 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 quotation 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.

6. Both the MBD 4 & 9 forms must be original for each quotation. No copies will be accepted. Both the MBD 4 & 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.

10. UIF.

11. Professional Indemnity insurance

12. Copies of ID’s for the Directors or Members of the Entity.

13. Copies of ID’s for the employees of the Entity and employment contracts.
14. Central Supplier Data Base registration.

15. Works Insurance and Public liability insurance

16. Affiliation / Registration with Professional bodies (SAQCC GAS)

PLEASE NOTE THAT PRICE CHANGES WITHOUT A SIGNATURE WILL LEAD TO THE DISQUALIFICATION OF THE QUOTATION SUBMITTED

I HEREBY CONFIRM THAT HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED REQUIREMENTS

SIGNATURE__________________________

NAME______________________________

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____________________________

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

**REQUEST FOR QUOTATION**

<table>
<thead>
<tr>
<th>RFQ NUMBER</th>
<th>RFQ DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>08 March 2019</td>
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</tbody>
</table>

**CONTACT PERSON**

<table>
<thead>
<tr>
<th>NAME:</th>
<th>Lesiba Masemola</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TEL No:</strong></td>
<td>010 219 9000</td>
</tr>
</tbody>
</table>

**Submission Deadline:** 22 March 2019  
**Submission Time:** 10H30AM

**VALIDITY OF RFQ:** 30 DAY

**OFFICE USE ONLY:**  
PRICE/S TO BE VAT EXCLUSIVE  
Please deposit all quotation in the RFQ box as stipulated in the cover page
RFQ’s above R30 000-00 to a maximum of R50 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.

EVALUATION CRITERIA
Quotations will be evaluated using a only stage one evaluation process as follows:

STAGE 1 (PRICE AND BBB-EE STATUS LEVEL OF CONTRIBUTION)

POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS
A maximum of 80 points is allocated for price on the following basis:

\[ Ps = 80 \left(1 - \frac{Pt - P_{\text{min}}}{P_{\text{min}}} \right) \]

Where
- \( Ps \) = Points scored for comparative price of bid under consideration
- \( Pt \) = Comparative price of bid under consideration
- \( P_{\text{min}} \) = Comparative price of lowest acceptable bid

POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

Points will be allocated as follows:

<table>
<thead>
<tr>
<th>Price</th>
<th>80</th>
</tr>
</thead>
<tbody>
<tr>
<td>Points for B-BBEE (Max of 20):</td>
<td>20</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B-BBEE status Level of Contributor</th>
<th>Number of Points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>18</td>
</tr>
<tr>
<td>3</td>
<td>14</td>
</tr>
<tr>
<td>4</td>
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<tr>
<td>7</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>Non-Compliant contributor</td>
<td>0</td>
</tr>
</tbody>
</table>
Please note that no price increases will be approved after submission of the quotation.

Request for quotation (RFQ) number: ________________________________

Specifications / Scope of work:

Appointment of a service provider from JPC panel of professionals (POP 03/2018) under the turnkey project management for gas evaluation, replacement and installation.

- Remove any existing equipment
- The disposal of equipment must be in line with SAQCC GAS regulations
- 492 x Supplying ring burners (new burners with csst piping)
- 492 x supply butterfly valves
- 26 x supply of shut off valves
- 492 x supply of nipples
- 492 x supply of hose tail
- 3 x orange hose pipe
- 2 x Bas of clamps
- 200 x Holder bits
- 1x Installation labour
- 1 x C.O.C Should be issued by registered SAQCC GAS
- 1 x Pressure test the gas line
- 1x replace rotten pipes and install emergency signs
- 1 x paint gas pipes and network (prepare and paint pipe surfaces with corrosion resistant paint)
- 1 x Risk assessment and Safety file
- 1 x Safety officer

**PRICE**

<table>
<thead>
<tr>
<th>SUB-TOTAL</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>VAT</td>
<td></td>
</tr>
<tr>
<td>TOTAL FOR ENTIRE PROJECT</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>Quantity Required</th>
<th>Date required</th>
<th>Delivery Period / Lead time</th>
<th>Price (Excluding Vat)</th>
<th>Total (Excluding Vat)</th>
</tr>
</thead>
</table>
KINDLY QUOTE PER SITE:
THE QUOTATION NEEDS TO BE ON THE COMPANY
LETTER HEAD AND SIGNED

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

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.

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