

REQUEST FOR QUOTE (RFQ)

Description of Goods/Service required: **APPOINTMENT OF SERVICE PROVIDER TO CONDUCT PROFESSIONAL SERVICES ON THE CIVIL WORKS FOR THE STORMWATER UPGRADE**

Requisition No. 38621 RFQ No. 38621 Advert date: 16 January 2012 Closing Date: 23 January 2012 at 11:00 AM
Compulsory Briefing Session: 19 January 2012 @ 12H00

THE FOLLOWING MINIMUM REQUIREMENTS WILL APPLY:

1. South African Revenue Services (SARS) valid Tax Clearance Certificate
2. Proof of Company Registration.
3. Completed and signed MBD forms 4, 6.1, 7.2, 8 and 9 and National Treasury Conditions of contract (initialed).
4. Proof of CESA/ECSA Registration
5. Professional Indemnity of not less than R1 million
6. Quotations will be evaluated on PPPFA 80/20 points system.
7. Price(s) quoted must be valid for at least sixty (60) days from the date of your offer and be according to specification.
8. Price(s) quoted must be firm and inclusive of VAT (If VAT registered)
9. Exclusion of other items will cause a disqualification, all quotes must be prepared according to the scope of work.

The MBD Forms, NT Conditions of Contract and the Supplier Database forms can also be downloaded from our website under the Procurement menu – www.joburgmarket.co.za or obtainable from SCM Office, (4th floor)

Please note that Service Provider not registered on the database will be required to register on Joburg Market database prior to the order being finalized.

NB: Failure to submit and comply with the above requirements will lead to a disqualification.

SPECIFICATIONS

Joburg Market requires a Civil Engineering professional to perform the following service for the newly resurfaced road:

- Conduct site investigations for the upgrade of the storm water.
- Design and site supervisor the construction.
- Develop a clear project brief.
- Define scope of services and scope of work as required.
- Compile a Bill of Quantities or schedule of rates
- Compile tender documents
- Propose a budget estimate
- Attend site handover
- Assist during evaluation of bids received
- Conduct site supervision during construction
- Attend site regular technical and progress meetings
- Inspect works for conformity to contract documentation
- Conclude final accounts
- Provide close-out report

Refer to the attached RFQ document.

PRICING SCHEDULE

ITEM	DESCRIPTION	RATE	AMOUNT
1	Site assessment		
2	Detail Design and documentation (includes tender document)		
3.	Conduct site supervision during construction		
4.	Attend regular site technical and progress meetings		
5.	Disbursements		
	5.1 Typing and copies		
	5.2 Travelling		
	5.3 Telephone costs		
	5.4 Other (please specify)		
	Sub-total		
	Contingency (10%)		
	VAT (14%)		
	GRAND TOTAL		

EVALUATION CRITERIA

Functionality = 100 (Past relevant experience =30, Methodology and project approach = 30, Qualification and skill of resources = 30 and Financial capability = 10) Minimum required score is 75 points. (For more information see the attached RFQ)

Price = 80

Preference points = 20

GENERAL

The quotation must be submitted in either of the following ways before the closing date & time:

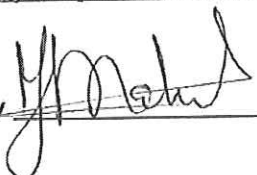
1. In a sealed envelope, duly endorsed: **Requisition No.38621 Appointment of a service provider to conduct professional services on the civil works for the stormwater upgrade.** the name and address of the service provider and then be deposited in the Request for Quotation (RFQ) box at Ground Floor Reception, which address is indicated above.
2. By fax to fax number: **086 244 5149** or email to **rmammburu@joburgmarket.co.za** (Quotations submitted electronically must be supplemented by sealed hard copies).

NB: No quotations will be accepted after the closing date.

Joburg Market is not obliged to appoint the cheapest tender and reserves the right not to accept any submission and to re-advertise if it so wishes. Service providers will be adjudicated according to the Supply Chain Management Policy using the 80/20 point system, based on the Preferential Procurement Policy Framework Act 5 of 2005 and MFMA, Act 56 of 2003 as well as the Broad-Based Black Economic Empowerment Act, Act 53 of 2003. It is the supplier's responsibility to ensure that all documents are received by Joburg Market before the closing date and time.

Enquiries: Technical enquiries must be addressed to Mr. Sello Makhubela 011 992 8110 or at **smakhubela@joburgmarket.co.za** and SCM enquiries to Mr. Rofhiwa Mammburu at Tel 011 992 8119 or **rmammburu@joburgmarket.co.za** . Enquiries must be done in writing on or before closing date.

Approved by

 18/01/2012

Supply Chain Operations Manager
Ms. T Maluleke

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