



Johannesburg Social Housing Company

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Issued: 29/10/2019

## REQUEST FOR QUOTATIONS (RFQ): STRATEGIC SESSION FOR JOSHCO MANAGEMENT TEAM

The Johannesburg Social Housing Company SOC Ltd (JOSHCO) Reg. No. 2003/008063/07 invites all suitable service providers that specialise in the following area of expertise:

Contact person	Description	Closing Date and Time
<b>Name:</b> Ranapo Maroga <b>Tel:</b> 011 406 7390 <b>Email:</b> <a href="mailto:ranapo@joshco.co.za">ranapo@joshco.co.za</a>	<b>RFQ: STRATEGIC SESSION FOR JOSHCO MANAGEMENT TEAM</b>	<b>Closing Date:</b> 04/11/2019 <b>Time:</b> 11:00 a.m.

### 1. PREAMBLE

**JOSHCO** was created by the City of Johannesburg as one of its preferred implementing agents for social and institutional housing developments and management of rental accommodation for low income earners within the Joburg metropolis.

**JOSHCO** is active in developing new and improving existing affordable rental housing for the residents of Johannesburg, the company has utilised its capital budget for the development of infrastructure, for the refurbishment of existing buildings and the conversion of hostels into liveable spaces. All of these are for the sole purpose of occupation by leasing tenants.

### PURPOSE

JOSHCO requires a conference venue to accommodate management team for a strategic session to be held on the 07 and 08 of November 2019.

*Handwritten signature*

Directors: Mr. Tumelo Mpho Mlangeni (Chairperson), Mr. Victor Rambau (CEO & ED), Ms. Nontobeko Ndimande (CFO & ED), Prof. Wellington Twala (NED), Mr. Thabo Motloung (NED), Mr. Nyambeleni Tshindane (NED), Prof. Kevin Wall (NED), Mr. Thami Bolani (NED), Mr. Tumisho Makofane (NED), Mr. Mzamani Saxon Kubayi (NED), Mr. Dinkwanyane Kgalema Mohuba (NED), Ms. Xolisile Njapha (Company Secretary)

Registration Number: 2003/008/063/07

## 2. SCOPE OF WORK

### STRATEGIC SESSION FOR JOSHCO MANAGEMENT TEAM ON THE 07 AND 08 NOVEMBER 2019

<b>Conference Package facility day one</b>	30 People on the 07 November 2019 <b>(the whole day)</b>
<b>Package to Include</b>	<ul style="list-style-type: none"><li>✓ Conference Venue</li><li>✓ Projector</li><li>✓ Sound System with at least two Roving mics</li><li>✓ Flip Chart</li><li>✓ Writing pads</li><li>✓ pens</li><li>✓ Breakfast</li><li>✓ Mid-Morning Tea/coffee, with biscuits</li><li>✓ Lunch</li><li>✓ Must include assorted drinks per person</li><li>✓ Late Afternoon tea with pastries</li></ul>
<b>Conference Package facility day two</b>	10 People on the 08 November 2019 <b>(the whole day)</b>
<b>Package to Include</b>	<ul style="list-style-type: none"><li>✓ Conference Venue</li><li>✓ Projector</li><li>✓ Sound System with at least two Roving mics</li><li>✓ Flip Chart</li><li>✓ Mid-Morning Tea/coffee, with biscuits</li><li>✓ Lunch</li><li>✓ Must include assorted drinks per person</li><li>✓ Late Afternoon tea with pastries</li></ul>
<b>Accommodation</b>	07 people Single booking include <ul style="list-style-type: none"><li>✓ Dinner</li><li>✓ Bed and Breakfast</li></ul>
<b>Date</b>	<b>07/11/2019 and 08/11/2019</b>
<b>Location</b>	Must be in secluded area around Magaliesburg
<b>Seating arrangement</b>	U shaped/round table



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### 3. Phase 1 – Administrative Compliance

- a. Valid Original SARS Tax Clearance Certificate
- b. Company Registration Documents.
- c. Up to date municipal account/statement for the company (not older than 3 months). In case where a bidder is a lessee, a certified copy of a valid lease agreement must be supplied.
- d. Proof of banking - Cancelled Cheque or a valid letter from the Bank (not older than 3 months).
- e. B-BBEE Certificate (You will forfeit points allocated to B-BBEE if the B-BBEE certificate is not supplied).
- f. CSD Registration Documents.
- g. Completed JOSHCO Supplier database form

### 4. Phase 2 - Evaluation in terms of Preferential Procurement Regulations, 2017

This bid will be evaluated and adjudicated according to the 80/20 preference point system, in terms of which a maximum of 80 points will be awarded for price and 20 points will be allocated based on the B-BBEE status level certificate.

#### Breakdown of Points:

80/20 Preference Point Components	Points
Price	80.00
B-BBEE level contribution	20.00
Total	100.00

JOSHCO seek to provide an effective and efficient procurement service to its stakeholders through procurement best practices and optimal resource management, in compliance with the JOSHCO's Supply Chain Management Policy and relevant procurement prescripts.

JOSHCO is committed to affirmative procurement consistent with the South African Constitution and the approved DTI Codes of Good Practice issued in terms of the BBEE Act No. 53 of 2003 (as amended).

All prices must be **VAT inclusive and include all other related costs.**

Submissions must be hand delivered to JOSHCO head office (Number 61Juta Street in Braamfontein, Johannesburg at 5<sup>th</sup> floor) in a sealed envelope **Strategic Session for JOSHCO Management Team /11/2019** Should you not hear from us within 10 working days after closing date, please consider your proposal unsuccessful

**“Speak up against fraud and corruption; Blow the whistle”**  
National Anti-fraud Hotline: 0800 002 587 or SMS 32840  
Tip-offs are anonymous



  
**SUPPLY CHAIN MANAGER**  
**JOHANNESBURG SOCIAL HOUSING COMPANY**

Date: 29/10/2019

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