



Johannesburg Social Housing Company

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Issued: 15/01/2020

REQUEST FOR QUOTATIONS (RFQ): SUPPLY AND DELIVERY OF OFFICE CONSUMABLES

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
Name: Ranapo Maroga Tel: 011 406 7390 Email: ranapo@joshco.co.za	SUPPLY AND DELIVERY OF OFFICE CONSUMABLES	Closing Date: 24/01/2020 Time: 13:00 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.

2. SCOPE OF WORK

Prospective service providers are hereby invited to submit quotations in accordance with the specification detailed below.

NO	Description	Quantity
1.	White Sugar 12.5 kg	12
2.	Ricoffy 1.5 kg	9
3.	Nescafe 1 kg	9
4.	Lager Rooibos Tea 500g	9
5.	Five Roses Tea bag 500g	9

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Registration Number: 2003/008/063/07

6.	Refuse bags 750mm x950 mm rolls of 20	21
7.	Sunlight Liquid soap 5LR	6
8.	Bleach jik 5l	6
9.	yellow duster cloths packs of 10	6 packs
10.	Pledge furniture polish of 6 in a pack	36 packs
11.	Windowlene 750ml	6
12.	Handy Andy 5 l	1
13.	Long life milk packs of 6 x 1l full cream	120
14.	Sponges for dishes of 3 in a packs	12 packs
15.	Multipurpose rubber gloves (for washing dishes)	in medium x 6 and large 3
16.	Royal creams Biscuits (12x200g)	9
17.	Choice Assorted Biscuits (12x200g)	9
18.	Romany Creams Biscuits (12x200g)	9
19.	Eet Sum Mor Biscuits (12x200g)	9
20.	Tennis Biscuits (12x200g)	9
21.	Strawberry Whirls Biscuits (12x200g)	9
22.	Choc Kits Biscuits (12x200g)	9
23.	Lemon Creams Biscuits (12x200g)	9
24.	Gossips strawberry Biscuits (12x200g)	3
25.	Gossips Chocolate Biscuits e (12x200g)	3
26.	Gossips Vanilla Biscuits (12x200g)	3
27.	Plastic teaspoons 500's	1 pkt

3. Phase 1 – Administrative Compliance

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- a. Valid Original SARS Tax Clearance Certificate or SARS Pin
- 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, If the supplier is not registered on the database

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 BBBEE 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 Reception (Number 61Juta Street in Braamfontein, Johannesburg at 4th floor) in a sealed envelope **OFFICE CONSUMABLES/01/2020** 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



[Handwritten Signature]

SUPPLY CHAIN MANAGER
JOHANNESBURG SOCIAL HOUSING COMPANY

Date: 15/01/2020

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