



## JOHANNESBURG SOCIAL HOUSING COMPANY (SOC) Ltd

### INVITATION TO BID:

**Johannesburg Social Housing Company** hereafter referred to as **JOSHCO** invites all experienced and qualified service providers to submit proposals and supporting documents based on the Terms of Reference provided with this invitation.

| BID NO.                             | PROJECT NAME  |
|-------------------------------------|---|
| HR/005/2020                         | JOB PROFILING AND GRADING OF JOSHCO   |
| <b>PROJECT SCOPE:</b>               | APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE JOSHCO WITH ORGANIZATIONAL DESIGN SERVICES, A CREDIBLE JOB PROFILING AND GRADING SYSTEM FOR THE PERIOD NOT EXCEEDING 36 MONTHS   |
| <b>COLLECTION OF BID DOCUMENTS:</b> | <b>From Wednesday, 28<sup>th</sup> July 2021</b> from 09:00 – 15:00, at the Procurement Section, 14 <sup>th</sup> floor, 222 Smit Street, Braamfontein. Proof of payment required.<br><br><i>Bidders to sign off the bid bought register and document will be emailed to them.</i>  |
| <b>COMPULSORY BRIEFING MEETING</b>  | <b>Friday 30<sup>th</sup> July 2021 from 11h00 – 12h00 (via teams - <a href="#">Click here to join the meeting</a>)</b>   |
| <b>BID COSTS:</b>                   | R 500.00 (Five Hundred Rands only) non-refundable fee inclusive of VAT. Payable to JOSHCO, Standard Bank, Johannesburg, Branch Code 00 02 05, Account Number 00 019 772 6. Bidders to provide deposit slip or EFT transcript when collecting document. Payment reference is <b>30001</b> and the depositor should be the bidder's name. Cash is not accepted. |
| <b>BID CLOSING:</b>                 | <b>13:00 pm, Monday, the 16<sup>th</sup> August 2021.</b> Bids will not be subsequently opened due to the COVID 19 pandemic. No late bids will be accepted.   |

### The Bid evaluation process will be conducted in four stages as follows:

**Stage 1:** Prequalification Criteria: The following prequalification criteria will apply: -

- ✓ The tenderer must have minimum B-BBEE status level of contributor of **Level 1**.
- ✓ 10 years or more Organisational Design Experience

**Stage 2:** Administrative Compliance.

**Stage 3:** Functionality Evaluation Criteria.

**Stage 4:** Award Criteria

Award Criteria

- ✓ Preference for the award will be given to bidders who are at least **51% owned by black people.**

Bids must be sealed, externally endorsed with the **Project Name: JOB PROFILING AND GRADING OF JOSHCO**, Bid No: **HR/005/2020** to be deposited in the JOSHCO Tender Box, 222 Smit Street Braamfontein, Ground Floor

All enquiries regarding this bid must be directed **in writing** to the JOSHCO Supply Chain Department, contact person: **Ranapo Maroga**, e-mail address: [ranapo@joshco.co.za](mailto:ranapo@joshco.co.za).

***Should you not receive communication from JOSHCO within 120 days of submitting your bid; accept your submission is unsuccessful.***

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Mr. Victor Rambau

CEO: JOSHCO

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Date