



Johannesburg Social Housing Company

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REQUEST FOR QUOTATIONS (RFQ): SECLUDED ACCOMMODATION AND CONFERENCE VENUE FOR BOARD AND EXCO STRATEGIC SESSION

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	RFQ: Secluded Accommodation and Conference venue for board and EXCO strategic session	Closing Date: 16/05/2019 Time: 14:00 p.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 board members and EXCO members for a strategic session to be held on the 20 and 21 of May 2019.

Directors: Mr. Tumelo Mpho Mlangeni (Chairperson), Mr. Christopher Dyani (Acting 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. Livhalani Nemaungani (Acting Company Secretary)

Registration Number: 2003/008/063/07

2. SCOPE OF WORK

Secluded Accommodation and Conference venue for board and EXCO strategic session as per below details:

Accommodation	25 people Single booking include ✓ Dinner ✓ Bed ✓ Breakfast
Check in	20 May 2019 Morning
Check out	21 May 2019 Afternoon
Conference Package	30 People on the 20 May 2019 (the whole day) and 21 May 2019 (Half Day).
Package to Include	✓ Conference Venue ✓ Projector ✓ Roving mic ✓ Flip Chart ✓ Writing pads and pens ✓ Buffet Breakfast (Only on the 20 May 2019) ✓ <input type="checkbox"/> Mid-Morning Tea, with biscuits/muffins ✓ <input type="checkbox"/> Buffet Lunch ✓ - Must include assorted drinks per person ✓ - 3 x 2 litres of 100 juice ✓ <input type="checkbox"/> Afternoon tea with biscuits/muffins (Only on the 20 May 2019)
Date	20/05/2019 till 21/05/2019
Location	Around Mulders drift Area
Refreshments	❖ Supply bottled water ❖ Sweets on the
Seating arrangement	U shaped/round table

3. Phase 1 - 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

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4. Phase 3 – Administrative Compliance

- 4.1.1. Valid SARS Tax Clearance Certificate
- 4.1.2. Company Registration Documents.
- 4.1.3. Up to date municipal account/statement for both 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.
- 4.1.4. Proof of banking - Cancelled Cheque or a valid letter from the Bank (not older than 3 months).
- 4.1.5. B-BBEE Certificate (You will forfeit points allocated to B-BBEE if the B-BBEE certificate is not supplied).
- 4.1.6. Central Supplier Database (CSD) Report

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 (137 Sivewright Avenue, 1st Floor, New Doornfontein, 2094) in a sealed envelope **Venue for Board Strategic Session /05/2019** Should you not hear from us within 10 working days after closing date, please consider your proposal unsuccessful


SENIOR SUPPLY CHAIN MANAGER
JOHANNESBURG SOCIAL HOUSING COMPANY

Date:

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