

Tender Number: JDA/20070124

Request for Proposal: Supplier Database

In compliance with the Local Government: Municipal Finance Management Act, No 56 of 2003, as amended and the Preferential Procurement Policy Framework Act, No 5 of 2000, the Johannesburg Development Agency (JDA) is in the process of compiling an updated supplier database to be used in its procurement process. This Request for Proposal (RFP) is in respect of the following services:

- **Marketing Services** - Event Management, Advertising and Design, Market Research, Sponsorship, Reputation Management, Professional Printing Services and Business Transport Services
- **Corporate Services and Goods** - Catering Services, Stationery and Paper Suppliers, Courier Services, Travel Agents, Photographic Equipment and Services, Design and Placement of Tenders and Office Consumables (including stationery, office furniture and any other related office equipment)
- **Finance and Business Consulting** - Business and General Consulting, Financial Structuring and Modelling, Tax Advisory Services, Financial Advisory Services
- **Human Resource Services** - Recruitment Services and Human Resource Consulting
- **Legal Services** - Construction and Arbitration Law, Project Finance and Tax, Institutional Structuring, Land and Property Law, Labour Law, Contract Law and Commercial Law, Intellectual and Entertainment Law
- **IT Suppliers** - Computer Hardware, Computer Software, Networking and Systems Services, Photocopier Machines, Printing and Accessories
- **Professional Services** - Land Valuers, Land Surveyors, Town Planners, Geotechnical Engineers, Traffic Engineers
- **Consulting Services** - Occupational Health, Safety Environmental Services, Management Consultants, Heritage Consultants.

The prospective suppliers are hereby invited to respond by completing a supplier application form, which will be made available for collection from the offices of the JDA (Procurement Section), 1st Floor, 3 President Street, Johannesburg. The supplier application form will be made available to interested suppliers of the above-mentioned services at a non-refundable charge of R200.00 (Two Hundred Rand) with effect from the date of issue of this RFP.

The non-refundable charge should be deposited at ABSA, Market Street, Branch Code: 301305; Account no: 4054394825; Account holder: Johannesburg Development Agency; Current A/C. The application form will only be released upon proof of payment.

The completed supplier application form should be placed in a sealed envelope and hand delivered to the offices of the JDA, 3 President Street, Johannesburg, for the attention of the Procurement Manager. The closing date and time for submissions of the supplier application forms will be 12:00 on 7 February 2007.

The submission of the completed supplier application form to the JDA does not in any manner imply automatic inclusion to the JDA supplier database. Further, inclusion in the JDA database does not confirm any right of entitlement to be used by the JDA. The information provided in the application form will be treated as confidential and will not be disclosed to any third party.

The JDA reserves the right to request additional information or to perform audit procedures to verify any information provided in the application form. The JDA further reserves the right to invite quotations or tenders and not use the supplier on the JDA database.

For further information, contact: Jabulile Malongete at tel. (011) 688-7851/fax: (011) 688-7899/e-mail: jmalongete@jda.org.za