



a world class African city
11 September 2008



City of Johannesburg
Johannesburg Development Agency

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Dear Sir / Madam

REQUEST FOR PROPOSALS FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of the of the following services

OCCUPATIONAL HEALTH AND SAFETY CONSULTANT

The Johannesburg Development agency invites suitably qualified and registered professional Occupational Health and Safety firms to submit quotations for the provision of Health and Safety consultancy services. The main scope of work for the requested service is to evaluate and approve the health and safety specification submitted by the appointed contractor and assist in ensuring compliance with the Occupational Health and Safety regulations in accordance with the latest Occupational Health and Safety act, for the public environment upgrade of the Vilakazi Street Precinct area. The contract construction period is envisaged to be 10 months commencing on the 15th October 2008.

The full scope of Occupational Health and Safety service required is as follows:

- Undertake an occupational health and safety risk identification assessment of the project site. This assessment will also include the identification and collection of all relevant information required for this project.
- Develop a comprehensive occupational health and safety specification for the Upgrade of the Vilakazi Street Precinct project.
- Assist and advise JDA during evaluation process of short-listed bidders' tender documents to ensure that they have allowed sufficient provision for occupational health and safety in their bids. This will also include the evaluation of the occupational health and safety plans submitted by the bidders to ensure that these plans are responsive to JDA's occupational health and safety specification.
- Ensure that the principal contractors' health and safety plan as determined by the latest Health and Safety act is implemented and maintained on the construction site through regular site audits and site visits.

The proposals must be submitted on the letterhead of your business and must be delivered by hand not later than **12.00 on Thursday 25th September 2008** to: Johannesburg Development Agency, The Bus Factory, 3 President Street, Newtown, Johannesburg. The quotation should also include a company profile, methodology and references for similar work undertaken. Proposals must be placed in a sealed envelope. The words "Quotation for Vilakazi Street Precinct Upgrade Health and Safety Consultant" must be clearly written or typed on the envelope. The envelope must be deposited in the tender box at the Johannesburg Development Agency, Ground Floor, 3 President Street, The Bus Factory, Johannesburg. No late/telephonic/faxed/postal/e-mail proposals will be accepted or considered.

The following conditions will apply:

- A valid Tax Clearance Certificate must be submitted
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- If the price quoted is above R 30 000 inclusive of VAT), the quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000).

Building a better city

Directors
S. Nkosi (Chairperson) L. Bethlehem (CEO) R. Moola N. Fraser S. Sengani A. Roriston L. Matlhape V. Mokwena J.
Vilakazi L. Vuthula A. Goldsmith (Company Secretary)
Registration Number: 2001/005101/07

For this purpose the Tax Clearance Certificate, **Declaration of Interest and the BEE Forms are enclosed and must be scrutinized, completed and submitted together with your quotation.**

- The successful provider will be the one scoring the highest points

NB: No quotations will be considered from persons in the service of the state.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Nokuthula Sibiyi

Assistant Development Manager

Johannesburg Development Agency

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An Agency of the City Of Johannesburg

[Disclaimer](#)

¹ * MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.