

# JOHANNESBURG DEVELOPMENT AGENCY

## TENDERING PROCEDURES

### Tender Notice and Invitation to Tender

#### **BID DESCRIPTION: REQUEST FOR PROPOSAL FOR DATA ANALYSIS ON THE PROCESSING OF JOURNALS AND INVOICES**

**BID NUMBER: JDA/IA/DATAANALYSIS/002/2020**

The JDA is requesting proposals from suitably qualified and experienced services providers to conduct Data analysis on the processing of Journals and Invoices for the JDA on behalf of the Internal Audit Department.

Documents may be downloaded from the JDA's website as follows: [www.jda.org.za](http://www.jda.org.za) as well as on [www.etenders.gov.za](http://www.etenders.gov.za) from **02 December 2020**. Tenders must only be submitted on the tender document that is downloaded from the stipulated websites only. The retyping of the tender document is not permitted.

Queries relating to procurement matters may be addressed to Siyambonga Gcobo at tel: (011) 688 7811; or e-mail: [sgcobo@jda.org.za](mailto:sgcobo@jda.org.za) or contact Claudia Mahlaule tel. at (011) 688 7851 email at [cmahlaule@jda.org.za](mailto:cmahlaule@jda.org.za)

Technical queries or queries relating to the project may be addressed to Mr Matimba Sibiya on e-mail: [msibiya@jda.org.za](mailto:msibiya@jda.org.za). All questions must be in writing. No questions will be answered telephonically.

Due to the current COVID 19 pandemic, a site clarification meeting will not take place and queries must be forwarded to Matimba Sibiya on e-mail: [msibiya@jda.org.za](mailto:msibiya@jda.org.za).

The closing time for receipt of tenders is **12:00pm on 17 December 2020** Telegraphic, telephonic; telex, facsimile; e-mail and late tenders will not be accepted.

The physical address for the delivery of tender documents is Johannesburg Development Agency, Ground Floor Reception Area, The Bus Factory, 3 Helen Joseph Street (formerly President Street), Newtown 2000

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

The JDA's selection of qualifying tenders will be at the JDA's sole discretion and will be final. The JDA does not bind itself to accept any particular tender and correspondence will be entered into with successful tenderer.

**"WE ENCOURAGE ALL PEOPLE DOING BUSINESS WITH US TO REPORT ANY CORRUPT OR ILLEGAL PRACTICE, USING THE ANTI-FRAUD HOTLINE NUMBER: 0800 002 587"**

  
ZELODA TSHABALALA  
01/12/2020

