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City of Johannesburg  
Johannesburg Development Agency

No 3 Helen Joseph Street PO Box 61877 Tel +27(0) 11 688 7851 (O)  
The Bus Factory Marshalltown Fax +27(0) 11 688 7899/63  
Newtown 2107 E-mail: info@jda.org.za  
Johannesburg, 2000

www.jda.org.za  
www.joburg.org.za

## REQUEST FOR QUOTATION

**YOU ARE HEREBY INVITED TO QUOTE FOR PROFESSIONAL REGISTRATION SERVICES**

**DATE OF ISSUE:** 10 March 2025

**CLOSING DATE:** 14 March 2025

**CLOSING TIME:** 12H00

**RFQ DESCRIPTION:** PROFESSIONAL REGISTRATION SERVICES

**SPECIFICATION:**

Item	Description of work (detailed specification, including quantities and drawings must be attached)	Qty
1	Professional Registration for Project Managers on SACPMP and ECSA	20
	Professional Registration for SCM Professionals at CIPS	6
	Professional Registration for Internal Auditors at IIA	7
	Professional Registration for Human Capital Professionals at SABPP and SARA	3

**COMMENTS :** for more information, please liaison with Ms. Sibongile Makhanya [SMakhanya@jda.org.za](mailto:SMakhanya@jda.org.za)

**DELIVER PLACE:** Offices of the JDA, The Bus Factory as per the letter head.

**MEANS OF RESPONSE TO THE RFQ – electronic.**

**Notes:**

- Please send any enquiries before closing date and time.
- Quotations must be in the letter head of the company indicating vat exclusive and inclusive amount.
- Quotations are issued out inline with the Popi Act.
- Quotations will be evaluated under the Preferential Procurement Regulation 2022.
- Quotations that are miscalculated will be disqualified.

**Building a better city**

**Directors**

D Oliphant (Chairperson) T Mathibe (Acting CEO) S Mpakama (CFO) M Mokoena M Ntanga M Ramonyai N Zonela B Sarela P Numa V Hlongwa J Makgonye S Masiza S Ndhlovu (Acting Company Secretary)  
Registration Number: 2001/005101/07

- Quotations are valid for a period of 30 days.
- Quotations received after closing date and time will not be accepted for consideration.

**Required Documents from the bidder when submitting a quote in their letter head (showing an amount that is vat exclusive and vat inclusive):**

- a) BEE certificate and
- b) Complete the separately attached JDA dbase forms.

The Evaluation Process

- Price preference goal points

**Bids will be evaluated on an 80/20 (Price / Specific Goals) points basis in terms of Preferential Procurement Policy Framework Act of 2000, Preferential Procurement Regulation 2022.**

The following table is applicable in terms of specific goals.

The procedure for the evaluation of compliant tenders is Method 2 (Price and Preferences). The Preference Point System assigns a score to each tenderer based on the tender price and on the specific goals as stated in the tender document. These scores are combined to determine an overall score for the tender. The tenderer with the highest score will be considered for acceptance.

Points scored will be rounded off to the nearest 2 decimal places.

**FORMULA FOR SCORING TENDER PRICE**

The following formula will be used to calculate the points for price.

$$P_s = X \left[ 1 - \frac{(P_t - P_{min})}{P_{min}} \right]$$

Where

**P<sub>s</sub>** = Points scored for competitive price of tender under construction

**P<sub>t</sub>** = Comparative price of tender under consideration

**P<sub>min</sub>** = Comparative price of lowest acceptable tender

**X** = Points assigned to price

**(see Table 1 below)**

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Evidence

Race – people who are Black, Coloured or Indian (ownership)* More than 51% black ownership	<b>5</b>		<ul style="list-style-type: none"> <li>• B-BBEE certificate or QSE/EME Affidavit; •</li> <li>Company Registration Certification • Certified Identification Documentation. • CSD report</li> </ul>
Gender are women (ownership)* More than 51% women ownership	<b>10</b>		<ul style="list-style-type: none"> <li>• Company Registration Certification • Certified Identification Documentation • CSD report</li> </ul>
SMME (EME or QSE)	<b>5</b>		<ul style="list-style-type: none"> <li>• BBBEE Certificate/ Affidavit</li> <li>CSD Registration</li> </ul>
<b>Total Points</b>	<b>20</b>		<b>Failure to attach evidence will lead to scoring zero points</b>