

CITY OF JOBURG PROPERTY COMPANY (SOC) LTD (REG. NO 2000/017147/07) (“JPC”), HEREBY INVITES INTERESTED PARTIES TO SUBMIT PROPOSALS FOR THE APPOINTMENT OF A SUITABLE BIDDER FOR DEVELOPMENT AND IMPLEMENTATION OF A JPC ELECTRONIC DOCUMENT/RECORDS MANAGEMENT SYSTEM WITH INTEGRATION OF A COMPLETE POPIA MODULE THAT ENABLES JPC COMPLIANCE WITH POPIA FOR A PERIOD OF THREE (3) YEARS

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| Bid Number | RFP 03/2023FY/JPC |
| Bid Description | REQUEST FOR THE APPOINTMENT OF A SUITABLE BIDDER FOR DEVELOPMENT AND IMPLEMENTATION OF A JPC ELECTRONIC DOCUMENT/RECORDS MANAGEMENT SYSTEM WITH INTEGRATION OF A COMPLETE POPIA MODULE THAT ENABLES JPC COMPLIANCE WITH POPIA FOR A PERIOD OF THREE (3) YEARS |
| Compulsory Briefing Session Date | No briefing session |
| Document Availability Date | 30 September 2022 |
| Document Cost | Tender document can be downloaded from JPC website and E-tenders website at no cost, via www.jhbproperty.co.za or www.etenders.gov.za |
| Closing Date | 04 November 2022 |
| Prequalification criteria | None |
| Disqualification criteria | None |
| Compliance Requirements before an award is made to the successful Bidder | <ul style="list-style-type: none"> • Valid Tax Compliant Verification PIN number issued by SARS. • Proof of registration of the Bidder as follows: <ul style="list-style-type: none"> ○ Natural persons- certified copy of ID document/ passport ○ Partnership- copy of Partnership Agreement plus IDs of all partners ○ Company- current CM29 or CoR20.1 ○ Close Corporation- current copy of CK1 and/or CK2C or CoR 20.1 ○ Trust- letter of appointment from the Master of the High Court of SA and deed of trust ○ JV/Consortium- JV/Consortium Agreement plus CIPC and/or ID documents of all JV/Consortium partners ○ Entity BBBEE Certificate or JV/Consortium Consolidated BBBEE Certificate |

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| | <ul style="list-style-type: none"> • Up to date Municipal Account not older than three (3) months and not over three (3) months in arrears for the individual / Proof that acknowledgements or arrangements have been made to settle arrears / Affidavit stating why an up to date municipal account cannot be submitted. • Up to date Municipal Account not older than three (3) months and not over three (3) months in arrears for the Bidding Entity / Proof that acknowledgements or arrangements have been made to settle arrears / Affidavit stating why an up to date municipal account cannot be submitted • Up to date Municipal Account not older than three (3) months and not over three (3) months in arrears for the Director (s) or Member (s) of the Bidding Entity/ Proof that acknowledgements or arrangements have been made to settle arrears / Affidavit stating why an up to date municipal account cannot be submitted • If a director/member of the Bidding Entity does not own any property at least a lease agreement or affidavit needs to be provided • In the event the Bidder is tendering as a Joint Venture/Consortium, all members of the JV/Consortium must submit all required documentation and a JV / Consortium agreement • If the Bidder is required by law to prepare annual financial statements for auditing, and the value of the bids exceeds R 10 million (including VAT), copies of the Bidder's audited annual financial statements for the past 3 (three) years (or since establishment if the bidder was established in the past 3 (three) years) must be submitted as per Regulation 21 Municipal Supply Chain Management Regulations, 2005 or letter from the Auditor or Accountant has to be submitted • Central Supplier Data Base registration (CSD) • Signature of the following documents. <ul style="list-style-type: none"> ○ Declaration of interest in MBD 4; ○ Bidders Information in JPC MBD 7.1; ○ Declaration of the Bidder's Past Supply Chain Practices in MBD 8; and ○ Certificate of Independent Bid Determination in MBD 9. <p>If the Bidding Entity or any of its members/directors are listed on the National Treasury register of defaulters, the bid will be rejected.</p> |
| Evaluation Criteria | <p>Functionality, Price and B-BBEE using the 80/20 preference point system 80 for price and 20 for the B-BBEE status level of contributor</p> $P_s = 80 \left(1 - \frac{P_{min} - P_t}{P_{min}} \right)$ |
| Address | City of Joburg Property Company SOC Ltd, Forum I, Block A, Third floor (Reception level), 33 Hoofd Street, Braam Park, Office Park, Braamfontein |
| Enquiries | tenders@jhbproperty.co.za |