17 Harrison Street
Marshalltown

P O Box 61542
Marshalltown 2107
Tel : (011) 688-1400 Fax : (011) 688-1556

PAGE NO.	
CLOSING DATE AND TIME	
06-Aug-20	12H00
Date of Issue	
31 July 2020	
VALIDITY	
60:DAYS	

INITIATING DEPARTMENT	INITIATOR
Human Resources	Sibusiso Mhlongo - 0795053459
.	COLLECTIVE NO.
JW159MS TRANSCRIBING SERVICES 31-06 AUG	(079) 505 3459
QUOTATION REQUESTED FROM	

Johannesburg Water

REQUEST FOR QUOTATION

QUOTATION DATE
7 DAYS

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM.80 POINTS WILL BE ALLOCATED TO PRICE
AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR BBBEE AND PREFERENTIAL PROCUREMENT
ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE(CSD)

JW CONTACT PERSON: MUSA SHIKWAMBANA

TELEPHONE NUMBER:…011…688 1457 EMAIL: musa.sikwambana@jwater.co.za

ITEM NO.	DESCRIPTION	BRAND NAME OFFERED	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DIS
1	**Transcribing of recorded hearings 1 week turnaround time**	**Transcribing services**		**As and**		
	for a period of 12 months.			**when**		
				required		
	QUOTATIONS MUST BE EMAILED TO:musa.shikwambana@jwater.co.za					
	PLEASE ATTACH BBBEE/SWORN AFFIDAVIT ON YOUR RESPONSE					
	All Supplier's responding to the RFQ Should use their own company letter head not JW RFQ template and make sure the email address/ contact details is vissible on the quotation.					

SUPPLIER DETAILS	
OFFICIAL STAMP	AUTHORISED BY: …… SIGNATURE:…… DATE:……

CONDITIONS

1. QUOTATIONS RECEIVED AFTER CLOSE OF BUSINESS ON THE CLOSING DATE WILL NOT BE ACCEPTED.
2. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED
3. PRICES QUOTED MUST BE AS PER THE UNIT INDICATED AND BE EXCLUDED OF VAT
4 QUOTATIONS WITHOUT THE SUPPLIER'S AUTHORISED SIGNATURE WILL NOT BE ACCEPTED.
5 ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY