

HEAD OFFICE

303 Church Street
 Private Bag X 44
 MOGWADI 0715
 Telephone: (015) 501 0243/4
 Fax no : (015) 501 0419
 E-mail: info@molemole.gov.za

**Molemole Municipality**

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL

MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
 MOREBENG0810
 Telephone : (015) 397 4333 / (015) 397 4327
 Fax no : (015) 397 4334

www.molemole.gov.za

Reference: CPS/ADM/03

14 May 2013

Molemole municipality hereby invites proposals for the supply, installation, service and maintenance of on-premise PABX Telephone Management System as per the details below:

OFFICES	
Service Points	No of extensions
Morebeng Municipal office	10
Morebeng Library	02
Sekgosese Driver and Learners Testing Centre	10
FEATURES REQUIRED	
VOIP system: Network compatibility	
Landline to cellular calls	
Automated call answering and forwarding [auto attendant at Mogwadi office]	
Free calls across all six (6) municipal points	
Call duration limit	
PIN codes allocated from Mogwadi Head Office	
Record data generated by telephone system usage: automatic emailing of weekly reports [site, department, extension in table or graphic], Average time taken to answer calls and unanswered incoming calls	
Digital handsets	
Call threshold e-mail alerts	
Daily automatic backup	
Incoming call summary	
Voicemail to email	
Call recording for quality Assurance	
Advertising campaigns	
Multiple service provider compatibility	

The following conditions will apply:

- a) The municipality will enter into a twelve (12) months service level agreement with a service provider;
- b) Late applications, faxed or emailed quotations will not be considered;
- c) A firm delivery date should be stated
- d) Proposals will be evaluated according to 80/20 points system whereby 80 points will be for price and 20 points will be allocated in line with Preferential Procurement Policy framework, 2000 and BBEE regulations;
- e) The municipality is not bound to accept the lowest or any Bid.

Vision: A developmental people driven organization that serves its people"

Mission: To provide essential and sustainable services in an efficient and effective manner.

All proposals must be accompanied by the following documents:

- a) Company registration certificate;
- b) A valid original Tax clearance certificate;
- c) Value Added Tax certificate;
- d) A valid BBB-EE rating certificate;
- e) A signed declaration of interest [download at www.molemole.gov.za]
- f) A minimum List of 3 contactable references for related project/work in a multi-site environment

COMPULSORY BRIEFING SESSION	22 MAY 2013; 10H30 Morebeng Municipal Office
TECHNICAL ENQUIRIES	Modisha Nkoto
CLOSING DATE AND TIME	29 MAY 2013, 11H30
PLACE TO SUBMIT PROPOSALS	Mogwadi Municipal Tender Box



Mr. K.E MOLOKO
Acting Municipal Manager

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