

HEAD OFFICE

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Molemole Municipality

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
MOREBENG 0810
Telephone : (015) 397 4333 / (015) 397 4327
Fax no : (015) 397 4334

www.molemole.gov.za

Enquiries: Ralephenya T.D

Reference: MM 8/1/1/06

04 March 2024

**RE-ADVERT
REQUEST FOR QUOTATION**

MOLEMOLE MUNICIPALITY IS INVITING QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR THE AUDIT OF SUBSISTENCE AND TRAVELING FOR THE IMPROVEMENT OF THE MUNICIPAL INTERNAL CONTROLS

1. Specification

Description	QTY	Amount
Subsistence and traveling audit		
Subtotal		
V.A.T @ 15 %		
Total cost (Including V.A.T)		

2. The following documentation should accompany your quotations:

- a) The recent up-to-date central supplier data (CSD) registration report detailing all compliance requirements; [Last verified between the advert date and the closing date]
- b) Tax compliance status pin
- c) Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- d) Fully signed and completed MBD 9 form [downloadable from www.molemole.gov.za]

N.B. Failure to attach the above documents will disqualify the bidder from further evaluation.

3. Stage 1: Evaluation on functionality

Under functionality, Bidders must achieve a minimum of 80% of the total points (rounded to the nearest decimal point) for functionality (quality) in order to be considered for further evaluation in stage 2 (Evaluation on Price and Specific Goal)

Criteria	Weights	Applicable values
Qualification of the project manager <ul style="list-style-type: none"> ✓ Minimum of five years' experience managing internal auditing (attach detailed CV) ✓ certified copy of diploma or higher in Internal auditing or equivalent ✓ Completion of the Professional Internal Auditing/IAT learner ship from the Institute of Internal Auditors (SA)(IIASA) ✓ Attach valid proof of registration with IIASA membership 	30	Poor = 1 Average = 2 Good = 3 Very good = 4 Excellent = 5
Qualification 2X INTERNAL AUDITORS <ul style="list-style-type: none"> ✓ Minimum of three years' experience as internal Auditors within the spheres of government (attach detailed CV) ✓ certified copies of diploma or higher in Internal auditing or equivalent ✓ Attach valid proof of registration with IIASA membership bachelor 	20	
Company Experience <ul style="list-style-type: none"> • attach three (3) appointment letters of past or current contracts relevant to the risk based audit within the spheres of government 	50	
Total	100	

4. The following conditions will apply:

- a) Quotations must be on an official letterhead of the company
- b) Price(s) quoted must be valid for fourteen (14) days from the date of this offer
- c) Incomplete quotations will be disqualified from further evaluation
- d) Payment will be effected within 30 days of receipt of invoice.
- e) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 will be for specific goal as per PPPFA of 2022,
- f) The bidder needs to ensure that there is skills transfer.

- g) The Municipality is not bound to accept the lowest or any bid and reserve the right to not accept any quotation either wholly or a part thereof;

Kindly direct all technical enquiries to **Ms. Moloto MJ** at **015 501 2315** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **11 March 2024 at 11h00**, clearly marked "**SUBSISTENCE AND TRAVELING AUDIT**". No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



Mr. Makgatho K.E

MUNICIPAL MANAGER

REF: MM: 8/1/1/06