

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 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

Enquires: JimmyM

Reference: 8/1/1:ADM-005

25 March 2015

Molemole municipality is hereby inviting quotations from service providers who are listed on MLM's database for cleaning of carpets in Mogwadi Civic center as per specifications below:

OFFICE	AREA MEASUREMENT	UNIT PRICE	TOTAL PRICE
Council Chamber	402.876M ²		
Passage	1233.04m ²		
Manager Audit	14.448m ²		
Manager Expenditure	25m ²		
Manager Income	14.448m ²		
Manager Budget & Treasury	14.448m ²		
Ward committee coordinator office	14.448m ²		
Manager Town Planner	12.04m ²		
CFO	17.25m ²		
Procurement Office	14.448m ²		
Manager Supply chain	10.54m ²		
Assets Office	10.85m ²		
IT Office	11.055m ²		

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

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

OFFICE	AREA MEASUREMENT	UNIT PRICE	TOTAL PRICE
Switch board office	13.416m ²		
MM'S waiting room	3.718m ²		
MM'S boardroom	41.65m ²		
MM'S Office	17.35m ²		
Communication Office	5.16m ²		
Manager Council support	13.44m ²		
Mayor's waiting room	26.4m ²		
Mayor's Secretary	8.4m ²		
Mayor's office	70.648m ²		
Chiefwhip	10.8m ²		

The following documentation should accompany your quotations:

- a) Company registration certificate
- b) An original valid Tax clearance certificate
- c) Completed declaration form (downloadable on municipal website)
- d) An original valid B-BBEE certificate
- e) Proof of payment of municipal rates

The following conditions will apply:

- Quotation must be on an official letterhead of the company Price(s) quoted must be valid for at least thirty (30) days from the date of this offer;
- Price (s) must be firm and inclusive of VAT , if applicable
- Be registered on MLM's supplier database
- Incomplete quotations will be disqualified
- Bidder whose rates have been outstanding for period longer than 3 months will not be considered. Proof of residence will not be considered where business operates in arrears wherein statements of accounts are issued monthly.
- Payment will be effected within 30 days of receipt of invoice.
- Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, BBEEA of 2003 and preferential procurement regulation of 2001.

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Kindly direct all technical enquiries to Ms. Modisha N at 015 501 0243 between 08:00 and 16:00. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest 1st April 2015 at 11:00, clearly marked **Cleaning of carpets**. No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.



Mr. Masipa D
ACTING MUNICIPAL MANAGER

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