



Molemole Municipality

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: **Ralephenya T.D**

Reference: **MM 8/1/1/06**

08 March 2023

RE-ADVERT REQUEST FOR QUOTATION

MOLEMOLE MUNICIPALITY IS INVITING FOR QUOTATIONS 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	Amount
Subsistence and traveling audit	
Subtotal	
V.A.T @ 15 %	
Total cost (Including V.A.T)	

2. The following documentation should be attached to the quotations:

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

AUDIT OF SUBSISTENCE AND TRAVELING

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

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

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) ➤ A bachelor degree or Diploma in Internal auditing or equivalent qualification ➤ Attach valid proof of registration with IIASA membership 	30	Poor = 1 Average = 2 Good = 3
2X INTERNAL AUDITORS Minimum of two years' experience as internal Auditors within the spheres of government (attach detailed CV) <ul style="list-style-type: none"> ➤ A degree or Diploma internal auditing or equivalent qualification ➤ Attach valid proof of registration with IIASA membership bachelor 	20	Very good = 4 Excellent = 5
Experience <ul style="list-style-type: none"> ➤ attach three (3) appointment letters (or Completion certificates) of past or current contracts relevant to the risk based audit within the spheres of government 	50	
Total	100	

Stage 2: Evaluation on Price and Specific Goals

- Bidders must attach the following supporting documents to claim points. Failure to attach the valid documents points shall not disqualify the Bidder from further evaluation; but only points will be forfeited.

Preference Points for specific Goals	Means of Verification	Points
People or Business residing within Molemole Local Municipality	Statement of municipal rates or Proof of residents from Traditional Authority	5

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Woman- Ownership of more than 50%	Identification Document	5
People with Disability	Medical Report indicating Disability	5
Youth (18 to 34 years)	Identification Document	5

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 M.J** at **015 501 2315** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **15 March 2023 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

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