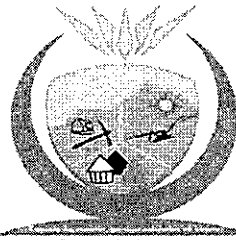


**HEAD OFFICE**

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**

**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](http://www.molemole.gov.za)

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

**Enquiries: Mr. Mabote**

**Ref: CORP-8/1/1:08**

**09 October 2017**

**REQUEST FOR QUOTATION FROM SUITABLE SERVICE PROVIDERS REGISTERED ON THE CENTRAL SUPPLIER DATABASE FOR PANELBEATING, REPAIR AND MAINTENANCE OF A 2011 TOYOTA HILUX, 2.5 VVT**

**1. The following documentation should accompany the quotations to qualify the bidder for evaluation:**

- 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) Valid accreditation certificate from Retail Motor Industry organization
- c) Certified copy of BBBEE certificates (ORIGINAL also accepted)
- d) Fully signed and completed declaration of interest form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- e) Fully signed and completed MBD 9 form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]

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

**2. The following conditions will apply:**

- a) Quotations must be on an official letterhead of the company;
- b) The Municipality reserves the right to visit the premises of prospective Bidder to guarantee the safety of the vehicle during panel beating repair and maintenance of the bakkie.
- c) The municipality would test drive the vehicle after hand over by the service provider to ensure every spare part has been properly fitted and installed.
- d) Prices (s) must be firm and must be inclusive of VAT (if applicable);
- e) Quotations 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 BBBEE regulations, as amended;
- f) Payment will be effected within 30 days from receipt of the invoice and all supporting documentation.
- g) The municipality is not bound to accept the lowest or any Bid and reserves the right to not accept any quotation either wholly or a part thereof;

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

### 3. BID SPECIFICATION [Quotations should be on the company letterhead with the below layout:

| Item no                                   | Description  | Quantity | Unit Price | Total Amount |
|---|--|----------|------------|--------------|
| 1.  | Exterior Repainting of the entire body                         | 01       |            |              |
| 2.  | Supply and fitting of left Wheel FENDER                        | 02       |            |              |
| 3.  | Supply and fitting of Battery                                  | 01       |            |              |
| 4.  | Supply and fitting of TOYOTA front sign                        | 01       |            |              |
| 5.  | Supply and Petrol lid  | 01       |            |              |
| 6.  | Supply and Replacement of Bonnet                               | 01       |            |              |
| 7.  | Supply and Replacement of centre grill                         | 01       |            |              |
| 8.  | Supply and Replacement of front bumper                         | 01       |            |              |
| 9.  | Supply and Replacement of Front cradle                         | 01       |            |              |
| 10.                                       | Supply and replacement of front left wheel V-arm               | 01       |            |              |
| 11.                                       | Supply and Replacement of Left Fender                          | 01       |            |              |
| 12.                                       | Supply and Replacement of left front inner tray                | 01       |            |              |
| 13.                                       | Supply and replacement of Left hand head light                 | 01       |            |              |
| 14.                                       | Supply and Replacement of left rear outside panel: loading box | 01       |            |              |
| 15.                                       | Supply and replacement of radiator pressure cap                | 01       |            |              |
| 16.                                       | Supply and replacement of rear right tail lamp                 | 01       |            |              |
| 17.                                       | Supply and replacement of Tyres                                | 04       |            |              |
| <b>Subtotal [Excluding vat]</b>           |  |          |            |              |
| <b>Vat at 14% [if registered for vat]</b> |  |          |            |              |
| <b>Grand Total [including vat]</b>        |  |          |            |              |

### 4. Evaluation Criteria: Functionality

- Bidders must achieve a minimum of 80% functionality in order to be considered for further evaluation in stage 2 (Evaluation on Price and BBBEE). Bidders that score less than the minimum of 80% will be disqualified from further evaluation.

| Criteria   | Weight    | Applicable values                          |
|--|-----------|--|
| <b>Company Experience</b>  |           |  |
| Please provide certified copies of signed testimonial letters from at least 5 (five) clients confirming your company's involvement, level of service and contact details for similar projects of similar type.<br><i>N.B. The municipality will contact the clients for reference.</i> | <b>30</b> | Poor = 1<br>Average = 2                    |
| <b>Warranties</b>  |           |  |
| Specify Warranty Period for each equipment/part to be fitted on the vehicle [effective after the project is complete and handed over to Molemole municipality]<br><i>Warranty notes with conditions for each spare part must be submitted with the quotation.</i>                      | <b>30</b> | Good = 3<br>Very good = 4<br>Excellent = 5 |
| <b>Methodology</b>   |           |  |
| Formal Methodology/ Project plan in a tabular format on <b>company letterhead and signed.</b><br>- Work schedule with clear deliverables.<br>- Clear Time frames for each task/activity  | <b>20</b> |  |

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| Criteria                  | Weight | Applicable values |
|---------------------------|--------|-------------------|
| Company Experience        |        |                   |
| Total functionality Score | 80     |                   |

- Kindly direct all Technical enquiries to Mr. M.T Molopa at 015 5012366 or Mr. N.J Modisha at 015 501 2332 between 08H00 to 16H30 during the weekdays. All quotations should be submitted in the RFQ tender box situated at Mogwadi offices, no 303 Church Street by latest **17 October 2017**, at 11H00, clearly marked **PANELBEATING, REPAIR AND MAINTENANCE OF A 2011 TOYOTA HILUX, 2.5 vvt.**
- No quotation will be accepted after the closing date and time

  
Mr. MW Ramogale  
Acting Municipal Manager

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