

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

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Ralephenya T.D

Reference: LEDP:8/1/1/02

03 March 2021

Request for Quotation

MOLEMOLE MUNICIPALITY IS HEREBY INVITING QUOTATIONS FROM PROSPECTIVE PROFESSIONAL SERVICE PROVIDERS WHO ARE REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD) FOR COMPILATION OF A 5 YEAR COMPREHENSIVE SERVICE DELIVERY REPORT FOR MOLEMOLE EAST.

1. Molemole Local Municipality invites suitably qualified practitioners/service providers to bid for the following:
 - Service delivery report (citizens' report) for the period December 2016 to December 2021
 - The report should cover the six key performance areas of local government including, but not limited to (a) basic service delivery; (b) local economic development; (c) spatial planning and rationale; (d) financial viability; (e) good governance and public participation; and (f) municipal transformation and institutional viability
 2. **The following documentation should be attached to the 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. The Master Registration Number or tax compliance status pin [or a valid copy of tax clearance certificate]
 - c. A COPY of proof of registration with South African Council for Planners
 - d. **COPY** BBBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points
 - e. Letter of good standing for the company
 - f. Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
 - g. 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.***

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

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

3. 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, and
- e) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 will be for preference as per PPPFA of 2000, BBBEEA of 2003 and Preferential Procurement Regulations of 2017.

4. Evaluation on functionality

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 Value System
Company Experience in Similar or related Projects a) 3 x referral letters on a client's letterhead.	60	Poor = 1 Acceptable = 2 Good = 3 Very Good = 4 Excellent = 5
QUALIFICATION Proposed key personnel <ul style="list-style-type: none">• A detailed CV of a Town/Urban and Regional Planner or Development Planner indicating relevant experience• A Minimum of National Diploma in Town/Urban and Regional Planning or Development Planning	30	
Methodology <ul style="list-style-type: none">• Approach to data collection• Synthesis	10	
TOTAL	100 points	

Kindly direct all technical enquiries to **Mr Mashotja MF** at **015 501 2304** between 08:00 and 16:30 Monday to Friday. All quotations should be submitted at Mogwadi Tender Box by latest **11 March 2021 at 11:00 AM**, clearly marked "**COMPILATION OF COMPREHENSIVE 5 YEAR SERVICE DELIVERY REPORT**". No quotation will be accepted after the closing date.

Molemole Municipality reserves the right to accept any quotation.


Mr Mosena M.L.
Municipal Manager

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