

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

Ref: MM-8/1/01

10 August 2018

REQUEST FOR QUOTATION FROM SUITABLE SERVICE PROVIDERS REGISTERED ON THE CENTRAL SUPPLIER DATABASE FOR SERVICING OF VOLVO GRADER G930 AS PER SPECIFICATION.

1. SPECIFICATION [Quotations should be on the company letterhead with the below layout:

Item NO.	Description	Quantity	Unit price	Total Amount
1	Replacement of Oil filter	1		
2	Replacement of Fuel Filter	1		
3	Replacement of water Trap	1		
4	Replacement of Air Filter	1		
5	Replacement of breather	3		
6	Replacement of hydraulic filter	1		
7	Replacement of hydraulic tank filter	1		
8	Replacement of engine oil	21.7		
9	Replacement of tyres 12.5-25	6		
10	Replacement of exhaust flexi pipe	1		
11	Replacement of grease Nipple	112		
12	Replacement of combing switch	1		
13	Replacement of V belt	2		
14	Replacement of bolts	30		
15	Replacement of Nuts	30		
16	Replacement of battery	2		
17	Replacement of steering Tilt CYL KIT	1		
18	Repair of all front and rear lights			
19	Labour hours	40		
30Subtotal [Excluding vat]				
Vat at 15% [if registered for vat]				
Grand Total [including vat]				

Vision: A developmental people driven organization that serves its people

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

2. 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) A certified copy of valid BBBEE certificate (Original also accepted)
- c) Include in the quotation, the Master Registration Number or Tax compliance status pin [or recent printed copy of tax clearance certificate]
- d) Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- e) 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. 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 Grader.
- c) The Municipality would test drive the vehicle after the hand over by the service provider to ensure that every spare part has been 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.
- 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;

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
Company experience		
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 or similar type N.B The municipality will contact clients for reference	30	Poor =1 Average =2
Warranties		
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] Warranty notes with conditions for each spare part must be submitted with the quotation	30	Good =3 Very Good =4 Excellent =5
Methodology		
Formal methodology/ project plan in a tubular format on the company letterhead and signed. -work schedule with clear directives -clear time frames for each task/activity	20	
Total functionality score	80	

- Kindly direct all Technical enquiries to **Mr. Molopa P.T** at **015 501 2366** between 08H00 to 16H00 during the weekdays. All quotations should be submitted in the RFQ tender box situated at Mogwadi offices, no 303 Church Street by latest **17 August 2018 at 11h00**, clearly marked "**Servicing of Volvo grader G930**"
- No quotation will be accepted after the closing date and time


Mr. MOSENA ML
MUNICIPAL MANAGER
 Ref: MM-8/1/01