

HEAD OFFICE

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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

Enquiries: **Ralephenya T.D**

Reference: **FIN: 8/1/1/05**

30 November 2020

REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR UNPACKING OF OPERATING AND LINE ITEMS IN LINE WITH MSCOA REQUIREMENTS FOR 2020/2021 ADJUSTMENT BUDGET: PHASE3

1. Specification

Description	Duration	Amount
UNPACKING OF OPERATING LINE ITEMS IN LINE WITH MSCOA REQUIREMENTS FOR 2020/2021 ADJUSTMENT BUDGET: PHASE3	1 Month	
Subtotal		
V.A.T @ 15 %		
Total cost (Including V.A.T)		

The following documentation should be attached to the quotations:

- Central Supplier Database (CSD) summary report(last verified between the date of advert and the closing date)
- A fully completed and signed declaration of interest form which is downloadable from www.molemole.gov.za
- A fully completed and signed MBD 9 form also downloadable from www.molemole.gov.za
- Include in the quotation, the Master Registration Number or Tax compliance status pin [or recent printed copy of tax clearance certificate]
- Certified **COPY** BBBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points)

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.

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 BBEE).

Criteria	Weights	Applicable values
Proof of relevant experience by the bidding company in providing mSCOA coordination and support. Attach 3 appointment letters/Orders with contactable references on Client's company letterhead Attach a maximum of 03 projects only	60	Average = 2 Good = 3 Very good = 4 Excellent = 5
Completed traceable financial accounting projects on Municipalities uses SOLAR or VENUS. Attached 2 appointment letters/Orders with contactable references on Client's company letterhead. Attach a maximum of 02 projects only	20	
Key Personnel: Project Leader - Attach the Certificate of preferred mSCOA trainer by National Treasury.	20	
Total	100	

The following conditions will apply:

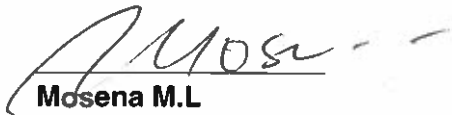
- a) Quotations must be on an official letterhead of the company
- b) Price(s) quoted must be valid for fourteen (14) days from the date of this offer
- c) Incomplete quotations will be disqualified from further evaluation
- d) Payment will be effected within 30 days of receipt of invoice.
- e) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 will be for preference as per PPPFA of 2000, BBEEA of 2003 and Preferential Procurement Regulation of 2017
- f) 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;

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Kindly direct all technical enquiries to **Ms. Wiso P.M** at **015 501 2303** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **07 December 2020 at 11h00**, clearly marked **"UNPACKING OF OPERATING LINE ITEMS IN LINE WITH MSCOA REQUIREMENTS FOR 2020/2021 ADJUSTMENT BUDGET: PHASE3"**

"No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



Mosena M.L

Municipal Manager

Ref-FIN: 8/1/05

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