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Enquiry: **Ralephenya T**

**FIN/006/2023/24**

**SUPPLY CHAIN MANAGEMENT UNIT**

**INVITATION TO BID**

**ADDENDUM**

<b>Project Name</b>	<b>Project Number</b>
<b>SUPPLY, INSTALLATION AND MANAGEMENT OF A STS 6 COMPLIANT PREPAYMENT ELECTRICITY VENDING SOLUTION FOR 36 MONTHS</b>	<b>FIN/006/2023/24</b>

This communique serves to inform all prospective Bidders on the above mentioned bid to consider the **j) Evaluation on Functionality** on page 22 – 23 that will apply when evaluating bids.

Kindly direct all technical enquiries to **Mr M Mamatseare** at **015 501 2317** between 08:00 and 16:30. All bids should be submitted at Mogwadi Municipal Tender Box by the latest **27 June 2024 at 11:00am**, clearly marked the name of the Bid and the Bid Ref Number. Any Bids submitted after closing date will not be considered.

**Mr. Makgatho K.E**  
**MUNICIPAL MANAGER**

**Stage 1: Evaluation on functionality**

Under functionality, Bidders must achieve a minimum of **80%** ((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 Goals). Bidders that score less than **80%** (rounded to the nearest decimal point) will be disqualified.

**NB: Only the combined Price & Specific Goals points will determine the highest point scoring bidder to be awarded the contract.**

PROFESSIONAL BODIES REGISTRATION	Weight	Applicable Value System
<p><b>Professional Bodies</b></p> <ul style="list-style-type: none"> <li>• Attach certified registration certificate of South African Revenue Protection Association (SARPA) Registration [5]</li> <li>• Attach certified registration certificate of Project Management South Africa (PMSA) [5]</li> </ul>	<b>10</b>	
<p><b>PERSONNEL CAPACITY</b></p> <p>Confirmation of the availability of key personnel and their experience:</p> <ul style="list-style-type: none"> <li>• <b>Professional Engineer</b> – Attach a NQF6 or higher in Electrical engineering and attach certified copy of registration with Electrical Engineering Council of South Africa (ECSA) as Professional Engineer. Attach CV indicating a minimum of 5 years’ experience in the field electrical services. [5]</li> <li>• <b>Project Manager</b>- Attach a NQF6 or higher in related field and attach certified copy of registration with Project Management Institution (PMI). Attach CV indicating of 5 years’ experience in implementing prepaid vending systems and 3rd party vendors = [5]</li> <li>• <b>IT Systems Manager and/or developer</b> – Attach a NQF7 or higher in Information Technology. Attach CV indicating 5 years in integrating vending software with municipal billing systems = [5]</li> <li>• <b>Technical Support Personnel</b> – Attach a NQF6 or higher in Information Technology. Attach CV indicating 3 years in IT Technical Support and handling customer complaints [5]</li> </ul>	<b>20</b>	<p><i>Poor = 1</i></p> <p><i>Average = 2</i></p> <p><i>Good = 3</i></p> <p><i>Very good = 4</i></p> <p><i>Excellent = 5</i></p>

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

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

<b>CAPACITY ANALYSIS</b>	<b>50</b>	
<ul style="list-style-type: none"> <li>A maximum of fifteen (15) appointment letters for the implementation and 24 hours management of a prepayment vending system (on-line vending solution) for electricity Municipal licensed areas for the period of 36 months (3 years). The appointment letters must be on the organization approved letter head. [50]</li> </ul>		
<b>BILLING FINANCIAL SYSTEM INTERGRATION CAPACITY</b>	<b>10</b>	
<p>Proof that the service provider has experience in integration municipality financial/billing systems.</p> <ul style="list-style-type: none"> <li>Proof of complete Integration in 2 or more municipal financial systems = [10]</li> <li>Integration to 1 municipal financial system [5]</li> </ul> <p><b>Attach signed Integration confirmation letters from South African Municipality's financial/billing systems providers</b></p>		
<b>CAPACITY CUSTOMER SUPPORT CENTRE</b>	<b>10</b>	
<p>Service provider to prove that they have a call center/customer support center and indicate the hours of operation:</p> <p>Proof of 24 Hours Service Customer Support Centre provided.</p> <p><b>Attach Proof of Service desk/Customer Support Centre contact details. [10]</b></p>		
<b>Total functionality Points</b>	<b>100</b>	

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