

HEAD OFFICE

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**MOREBENG BRANCH OFFICE**

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www.molemole.gov.za

ALL CORRESPONDENCE TO BE ADDRESSED TO THE

Enquiries: Ralephenya T.D

Reference: LED&P: 8/1/1/04

Date: 13 November 2024

REQUEST FOR QUOTATION

MOLEMOLE MUNICIPALITY IS HEREBY INVITING QUOTATIONS FROM PROSPECTIVE SERVICE PROVIDERS REGISTERED ON THE CENTRAL DATABASE TO IMPLEMENT OF AGRICULTURAL SKILLS DEVELOPMENT AND MENTORSHIP PROJECT FOR TWENTY (20) FARMERS.

Scope of work:

The actual scope will cover all the activities attached to implementation of the Agricultural skills development and mentorship for a period of six (6) months.

No	Activity	Description	Quantity	Total Price
1.	Phase 1-Farm visit and Auditing	Conduct skills audit & farm visits for farmers: Ward 1- 9	10	
2.	Phase 2-Farm visit and Auditing	Conduct skills audit & farm visits for farmers: Ward 10-16	10	
3.	Stakeholders Workshop – Phase 1	Conduct stakeholders workshop - Molemole East: workshop material, catering, venue, and invitations, generate report, PA system, camera & video recorder.	25	
4.	Stakeholders Workshop – Phase 2	Conduct stakeholders workshop for Molemole West: workshop material, catering, venue, and invitations, generate report, PA system, camera & video recorder.	25	
5.	Farmer workshop – NQF Level 3 (1 week)	Conduct 1 st AgriSeta Accredited training for farmers: workshop material, catering, venue, invitations, generate report, PA system, camera & video recorder	20	
6.	Farmer workshop – NQF Level 3 (1 week)	Conduct 2 nd AgriSeta Accredited training for farmers: workshop material, catering, venue, invitations, generate report, PA system, camera & video recorder	20	
7.	Farm Practical Activities	Coordinate and facilitate farm based practical activities – Animal and Crop production cycles	20	
8.	Mentoring, Monitoring & Evaluation	Mentoring, monitoring and evaluation at farms at Molemole East and West.	20	

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9.	Aftercare Programme	Conduct farmers after care programme	20	
10.	Printing of certificates	Graphic design, emblem embedded certificates, printing using parchment paper, framing and packaging.	20	
Subtotal (Excluding Vat)				
Vat @ 15%				
Total (Vat Inclusive)				
<i>This should be the same as quote amount in the front page</i>				

1. The following documentation should be attached to the quotations:

- The recent up-to-date central supplier database (CSD) registration report detailing all compliance requirements; [Last verified between the **advert date** and the **closing date**]
- Valid Tax compliance status pin
- Certified copy of valid Agri-SETA accreditation/re accreditation letter (In bidding Company's name)
- Certified copy of accredited valid Agri-SETA certificate (in bidding Company's name)
- Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- Fully signed and completed MBD 9 form [downloadable from www.molemole.gov.za]

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 Specific Goals). Bidders that score less than 80% (rounded to the nearest decimal point) will be disqualified.

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

CRITERIA	WEIGHT	APPLICABLE VALUES
COMPANY EXPERIENCE	35	
<ul style="list-style-type: none"> Attach three (03) appointment letters/ purchase orders stating provision of services in one of the following areas: monitoring & evaluation, mentoring of farmers/agricultural graduates & rendering skills development & training of farmers/or graduates from any organ of state or private entity with contactable references. 		Poor = 1 Average = 2
PERSONNEL CAPACITY	25	Good = 3
<ul style="list-style-type: none"> 1x Project Manager: A minimum of three (03) years' experience in agricultural sector attached to: mentoring, crop production, advisory services, monitoring & evaluation 		Very good = 4

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of farmers/agricultural graduates and project management. Attach CV and certified copies of qualification: Bachelor's/B-Tech degree in Agricultural Management or higher.	Excellent = 5
15	
<ul style="list-style-type: none"> 1x Project officer: A minimum of two (02) years' experience in agricultural sector attached to: Animal production, advisory services, animal health, mentoring, monitoring & evaluation of farmers/agricultural graduates. Attach CV and certified copies of qualification: National Diploma in Animal production/Science or higher. 	
15	
<ul style="list-style-type: none"> 1x Project officer: A minimum of two (02) years' experience cultural sector: plant/crop production, mixed farming, crop science, mentoring, training and monitoring & evaluation of farmers/agricultural graduates. Attach CV and certified copies of qualifications: National Diploma in crop/plant production or crop science or higher. 	
IMPLEMENTATION METHODOLOGY	10
Project approach: <ul style="list-style-type: none"> Provide the bidder's approach, methodology and also demonstrate the technical expertise and innovation which will be employed for the implementation of the agricultural skills development and mentorship of farmers 	
TOTAL POINTS	100

N.B. The Municipality reserves the right to verify the authenticity of the attachments relating to the above. Bidders will be disqualified and possible legal action will be taken if it can be found that a Bidder submitted fake documents.

Stage 2: Evaluation on Price and Specific Goals

- Bidders must attach following supporting documents to claim points. Failure to attach the valid documents points shall not disqualify the Bidder from further evaluation; but only points will be forfeited.

Preference Points for specific Goals	Means of Verification	Points
People or Business residing within Molemole Local Municipality	Statement of municipal rates or Proof of residents from Traditional Authority	5
Woman-ownership of more than 50%	Identification Document and Company and Intellectual Property Commission (CIPC) document.	5
People with Disability	Medical Report indicating Disability	5
Youth (18 to 34 years)	Identification Document	5

2. THE FOLLOWING CONDITIONS WILL APPLY:

- Quotations must be on an official letterhead of the company
- Price(s) quoted must be valid for fourteen (14) days from the date of this offer

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- 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 specific goal as per PPPFA of 2022,
- 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.

Kindly direct all technical enquiries to Mr. F.C.M Makgoka at 015 501 2352 between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **20 November 2024 at 11h00**, clearly marked "**AGRICULTURAL SKILLS DEVELOPMENT AND MENTORSHIP**"

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



MAKGATHO K.E
MUNICIPAL MANAGER

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