

**HEAD OFFICE**

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Telephone : (015) 501 0243/4  
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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](http://www.molemole.gov.za)

**Enquiries: Ralephenya T.D**

**Reference: FIN: 8/1/1/08**

**25<sup>th</sup> April 2025**

**REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR TWO DAYS AWARENESS ON ASSETS MANAGEMENT.**

**Specification:**

**Target Audience:**

1. Municipal Infrastructure managers and engineers
2. Finance and Accounting teams
3. GIS and AMIS system users
4. IT Administration
5. Security

**Asset Management Areas targeted:**

1. Asset Management Fundamentals
2. Asset Register and Hierarchy
3. Condition and Performance Monitoring
4. Financial Management

Description	Amount
Two day Awareness on Asset Management for Municipal Officials	
Sub-Total	
VAT @ 15%	
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.**

**The following documentation should be attached to the quotations:**

- a)** 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**]
- b)** Valid Tax Compliance status pin
- c)** Fully signed and completed declaration of interest form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- d)** Fully signed and completed MBD 9 form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]

***N.B. Failure to attach the above documents will disqualify the bidder from further evaluation.***

### **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).

<b>Criteria</b>	<b>Weights</b>	<b>Applicable values</b>
<b>Company Experience on advocacy/awareness on Assets Management.</b>  A maximum of 4 appointment letters in the provision of advocacy/awareness in assets management in any organ of the state.  Sub-Contracting references/appointment letters & clients testimonial are not acceptable. Only direct appointments shall be accepted.	<b>30</b>	Poor = 1  Average = 2
<b>Company Experience on Provision of Asset Management Services.</b>  A maximum of 3 appointment letters in the provision of asset verifications, provision of asset solutions/software, unbundling of assets or relevant services in any organ of the state.  Sub-Contracting references/appointment letters & clients testimonial are not acceptable. Only direct appointments shall be accepted.	<b>30</b>	Good = 3  Very good = 4  Excellent = 5

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<b>Capacity/Key Personnel :</b>	<b>40</b>	
<b>Facilitator:</b> <ul style="list-style-type: none"> <li>• A detailed CV indicating experience with minimum work experience of 5 years in similar projects.</li> <li>• Attach certified copies of registration with Southern African Asset Management Association (SAAMA).</li> <li>• NQF7 qualification or higher in Accounting.</li> <li>• Registration with SAICA as a Chartered Accountant.</li> </ul>		
<b>Total functionality Score</b>	<b>100</b>	

### **Stage 2: Evaluation of Price and Specific Goals**

<b>Preference Points for specific Goals</b>	<b>Means of Verification</b>	<b>Points</b>
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) registration document	5
People with Disability	Medical Certificate Indicating Disability	5
Youth (18 – 34 years old)	Identification document	5

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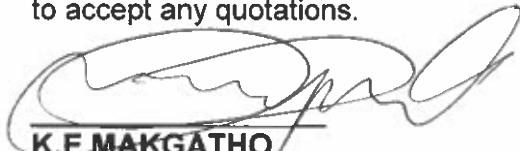
**Mission: To provide essential and sustainable services in an efficient and effective manner.**

**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 specific goal as per PPPFA of 2022,
- f) The bidder needs to ensure that there is skills transfer.
- g) 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 **Malola M** at **015 501 2315** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **5<sup>th</sup> May 2025 at 11h00**, clearly marked "**AWARENESS ON ASSETS MANAGEMENT.**"

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



**K.E MAKGATHO**  
**MUNICIPAL MANAGER**  
**FIN: 8/1/1/08**

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