

HEAD OFFICE

303 Church Street
Private Bag X 44
MOGWADI 0715
Telephone: (015) 501 2300
Fax no : (015) 501 0419
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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) 501 2371
Fax no : (015) 397 4334

www.molemole.gov.za

Enquiries: Ralephenya T.D

Ref: CORP: 1/1/01

18 JULY 2024

REQUEST FOR QUOTATION

MOLEMOLE LOCAL MUNICIPALITY IS INVITING QUOTATIONS FROM SUITABLE SERVICE PROVIDERS WHO ARE LISTED ON THE CENTRAL SUPPLIER DATABASE FOR THE SUPPLY, DELIVERY AND INSTALLATION OF OFFICE EQUIPMENT AT MOGWADI, MOREBENG BRANCH OFFICE AND MOLETJIE BRANCH OFFICE:

1. SPECIFICATION OFFICE FURNITURE

DESCRIPTION	COLOUR	QTY	LOCATION	DELIVERY ADDRESS
Senator 3 drawer desk LHS 1600X900 Drawer on RHS	Mahogany	03	Librarian Expenditure; Supervisor Enatis,	Mogwadi Old Building
Express Desk shell 1500X750 Top drawer lockable fitted pedestal 2 standard drawers	Mahogany	01	Accountant Asset	Mogwadi Civic Centre
Big & Tall highback chair – Heavy Duty swivel & Tilt Mechanism – Chrome base – chrome Arms with padding (fabric : Bonded leather) and adjustable back rest	Black Leather	01	CFO	Mogwadi civic center

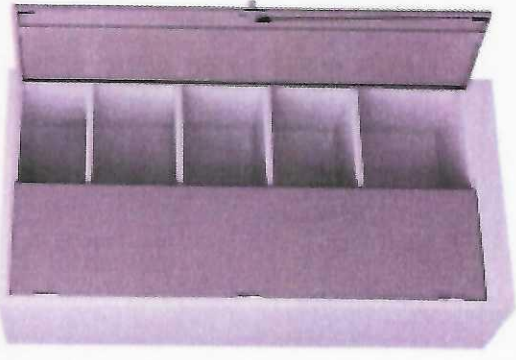
DESCRIPTION	COLOUR	QTY	LOCATION	DELIVERY ADDRESS
Bodyline High Back Chair – Roma Mechanism – Base – Flexi Arms (Fabric)	Black Fabric	02	Supervisor Traffic & Licencing Clerk	Mogwadi DLTC
Super Max Highback Chair – Donati Synchron Mechanism with side tension adjustment-nylon base – flexi arms (fabric: contract)	Black	03	Manager Expenditure; PMS; Examiner	Mogwadi Mobile Office and Mogwadi DLTC
5 Tierr bookcase 1950HX800WX315D- Glass hinged doors – including 4 shelves	Oak	02	Manager Legal	Mogwadi Mobile
Steel Cabinet Drawer with Locks	Ivory Karoo	04	Mogwadi	Mogwadi

TYPE OF OFFICE FURNITURE AND WOOD REQUIRED

DESCRIPTION	COLOUR	QUANTIT Y	PICTURE
1. Senator 3 drawer desk LHS 1600X900 Drawer on RHS	Mahogany Veneer	03	

2. Express Desk shell 1500X750 Top drawer lockable fitted pedestal 2 standard drawers	Mahogany	01	
3. Big & Tall high back chair – Heavy Duty swivel & Tilt Mechanism – Chrome base – chrome Arms with padding (fabric : Bonded leather) and adjustable back rest	black	01	

Bodyline High Back Chair – Roma Mechanism – Base – Flexi Arms (Fabric)	Black	02	
Super Max Highback Chair – Donati Synchron Mechanism with side tension adjustment-nylon base – flexi arms (fabric: contract)	Black	03	

5 Tier bookcase 1950HX800WX315D- Glass hinged doors – including 4 shelves	OAK	02	
Steel Cabinet Drawer with Locks	Ivory Karoo	04	

2. PRICING STRUCTURE

DESCRIPTION	QTY	Unit price	Total price
Senator 3 drawer desk LHS 1600X900 Drawer on RHS	03		
Express Desk shell 1500X750 Top drawer lockable fitted pedestal 2 standard drawers	01		
Big & Tall highback chair – Heavy Duty swivel & Tilt Mechanism – Chrome base – chrome Arms with padding (fabric : Bonded leather)	01		
Bodyline High Back Chair – Roma Mechanism – Base – Flexi Arms (Fabric	02		
Super Max Highback Chair – Donati Synchron Mechanism with side tension adjustment-nylon base – flexi arms (fabric: contract)	03		
5 Tierr bookcase 1950HX800WX315D- Glass hinged doors – including 4 shelves	02		
Steel Cabinet Drawer with Locks	04		
SUB TOTAL UNIT PRICE (EXCL VAT)			
VAT 15%			
GRAND TOTAL UNIT PRICE (VAT INCL) NB: THIS GRAND TOTAL AMOUNT APPEAR ON THE COVER OF THE TENDER DOCUMENT (THIS AMOUNT WILL BE USED FOR EVALUATION PURPOSES)			

3. The following documentation should accompany your 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]
- Tax compliance status pin
- 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]

4. Stage 3: Evaluation on Price and Specific Goals

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- Bidders must attach the 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 Goals	Points for specific	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

5. 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
- Incomplete quotations will be disqualified from further evaluation
- Payment will be effected within 30 days of receipt of invoice.
- 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,
- The bidder needs to ensure that there is skills transfer.
- 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 **Ms Khoza K** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest **25 July 2024 at 11:00**, clearly marked the name of the programme. No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.


Mr. MARGATHO K.E
MUNICIPAL MANAGER