

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: 26/27/03

Date: 05 August 2026

ADVERT**REQUEST FOR QUOTATION**

MOLEMOLE LOCAL MUNICIPALITY IS HEREBY INVITING FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR THE DETERMINATION OF THE PROVISION FOR DOUBTFUL DEBT IN COMPLIANCE WITH GRAP 104 FOR THE CURRENT AND PREVIOUS FINANCIAL YEAR (2024-2025/2025-2026).

1. Specification

Description	QTY	Unit Price	Amount
Assisting the Municipality with the review and the Adjustment of the Provision for doubtful debts Calculations Methodology.	1		
Assisting the Municipality with the review of the Determined groupings of Debtors categories.	1		
Assisting the Municipality with the review of the Collected historical data and advice on the accuracy and completeness of the information.	1		
Assisting the Municipality with the review of the Determined payment profile.	1		
Assisting the Municipality with the Calculation of the historical loss rate.	1		
Assisting the Municipality with the Calculations and Adjustment of the forward-looking information.	1		
Assisting the Municipality with the Calculation of the Expected credit loss.	1		

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

Assisting the Municipality with the review and updating of GRAP 104 accounting policies relating to financial instruments and impairment.	1		
Assisting the Municipality with the preparation and review of GRAP 104 disclosure requirements for inclusion in the Annual Financial Statements.	1		
Subtotal			
V.A.T @ 15 %			
Total cost (Including V.A.T)			

2. 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]
- d) Fully signed and completed MBD 9 form [downloadable from www.molemole.gov.za]

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

3. Functionality

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).

Criteria	Weights	Applicable values
Company Experience : Proof of relevant experience by the bidding company in Preparation of Preparation of Annual Financial Statements in a municipal environment. Attach five (5)	40	Poor = 1

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appointment letters/Orders with contactable references on Client's company letterhead.		Average = 2
Project Manager: • Attach detailed Curriculum Vitae indicating a minimum of 10 years' experience in Preparation of Annual Financial Statements. • Attach a certified copy of NQF level 7 or higher in Accounting . • Attach a certified copy of SAICA membership.	30	Good = 3 Very good = 4 Excellent = 5
Key Personnel: Actuary: • Attach detailed Curriculum Vitae indicating a minimum of 5 years' experience in Experience with Expected Credit Loss (ECL) modelling and credit risk assessment, Extensive experience in financial instruments valuation and IFRS 9 / GRAP 104 standards • Attach a certified copy of NQF level 7 or higher in Actuarial Sciences • Attach a certified copy of Actuarial Society of South Africa membership.	30	
Total	100	

4. Stage 2: Evaluation of Price and Specific Goals

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 with the same address as the address on the csd.	5
Woman-ownership of 51% and above (less than 51% of woman ownership prorated will apply)	Identification Document and Company and Intellectual Property Commission (CIPC) document.	5
People with Disability	Medical Report indicating Disability	5
Youth (18 to 34 years) ownership of 51% and above (less than 51% prorated will apply)	Identification Document	5

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5. The following conditions will apply:

- a) Bidders must complete Annex A
- b) Quotations must be on an official letterhead of the company
- c) Price(s) quoted must be valid for fourteen (14) days from the date of this offer
- d) Incomplete quotations will be disqualified from further evaluation
- e) Payment will be effected within 30 days of receipt of invoice.
- f) 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,
- g) The bidder needs to ensure that there is skills transfer.
- h) 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 Mamatseare M/ Ms. Tshishonge FC at 015 501 2317/07** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **12th August 2026 at 11h00**, clearly marked **"THE DETERMINATION OF THE PROVISION FOR DOUBTFUL DEBT IN COMPLIANCE WITH GRAP 104"**. No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



Mr. KE MAKGATHO

MUNICIPAL MANAGER

FIN: 26/27/03

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ANNEX A



SCHEDULE OF PREVIOUS WORK CARRIED OUT BY BIDDER

[N.B. COMPULSORY: TO BE USED FOR EVALUATION PURPOSES]

Provide the following information on relevant previous experience. Indicate comparable projects of similar or larger size. This information is material to the award of the Contract. Give a maximum of two (02) names and telephone numbers and e-mail address per reference. Please provide latest contact details.

CLIENT NAME AND PLACE WHERE PROJECT WAS IMPLEMENTED	TEL NO & EMAIL ADDRESS	DESCRIPTION OF WORK	CONTRACT VALUE (R)	DURATION CONTRACT PERIOD

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