

HEAD OFFICE

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MOGWADI 0715
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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/009/2022/23**

17th June 2022

REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) TO CONDUCT AN AUCTION OF MUNICIPAL ASSETS:

1. Specification

Auctioneering of Municipal Assets	
Description	Commission % relating to total sales of the auction
Auctioneering of Municipal Assets including: <ul style="list-style-type: none">• Advertise Auction• Provide PA system to conduct auction• All other processes relating to the auction **List of Assets available on request	

The following documentation should be attached to the quotations:

- a) Central Supplier Database (CSD) summary report(last verified between the date of advert and the closing date)
- b) A fully completed and signed declaration of interest form which is downloadable from www.molemole.gov.za
- c) A fully completed and signed MBD 9 form also downloadable from www.molemole.gov.za
- d) Include in the quotation, the Master Registration Number or Tax compliance status pin [or a valid recent printed copy of tax clearance certificate]
- e) Certified **COPY** BBBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points)
- f) A Valid Certificate of registration with South African Institute of Auctioneers.

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

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

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

2. Functionality

Criteria	Weights	Applicable values
Company Experience <ul style="list-style-type: none">Attach a maximum of five (5) orders / appointment letters relating to the auctioneering of municipal assets. (50 Points) Personnel Experience <ul style="list-style-type: none">Attach a comprehensive CV of key personnel with a minimum of 5 years' experience in the Auctioneering environment (30 Points)	80	
Valid Trust Account	20	
Total	100	

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 30days 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 preference as per PPPFA of 2000, BBBEEA of 2003 and Preferential Procurement Regulation of 2017
- 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 Masilo Malola at 015 501 2315** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **24th June 2022 at 11h00**, clearly marked "**AUCTIONING OF MUNICIPAL ASSETS**" "No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



KE MAKGATHO
Acting Municipal Manager
Ref- FIN/009/2022/23

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