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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](http://www.molemole.gov.za)

**Enquiries: Ralephenya T.D**

**Reference: FIN/8/1/1/13**

**09 June 2022**

**REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR THE AUDIT AND VERIFICATION OF THE MUNICIPAL MOGWADI (WARD 10) PROPERTIES/MUNICIPAL ACCOUNTS FOR OWNERSHIP REGISTRATION.**

**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](http://www.molemole.gov.za)
- c) A fully completed and signed MBD 9 form also downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)
- d) Tax compliance status pin
- e) Certified **COPY** BBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points)

***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 70% for functionality (quality) in order to be considered for further evaluation in stage 2 (Evaluation on Price and BBEE). Bidders that score less than a minimum of 80% will be disqualified.

Criteria	Weights	Applicable values
A Company with proven experience on Municipal financial billing management system. <ul style="list-style-type: none"> <li>• A maximum of four (4) municipal appointment letters on verification/audit/data cleansing conducted on solar financial system or reports.</li> </ul>	80	

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

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

<b>Project Manager</b> <ul style="list-style-type: none"> <li>A qualified professional Chartered Accountant CA (SA) with a proven at-least a minimum of five (5) years' experience in Municipal Revenue Management projects. <b>Attach Curriculum vitae with certified attachments.</b></li> </ul>	10	
<b>Conveyancing attorney/Conveyancing solicitor</b> <ul style="list-style-type: none"> <li>A qualified professional conveyancer with a minimum of five (5) years' experience in transferring of properties. <b>Attach Curriculum vitae with certified attachments.</b></li> </ul>	10	
<b>Total</b>	<b>100</b>	

**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. Nkalanga AS** at **015 501 2315** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **17 June 2022 at 11h00**, clearly marked "**AUDIT AND VERIFICATION OF THE MUNICIPAL AGRICULTURAL PROPERTIES/MUNICIPAL ACCOUNTS FOR OWNERSHIP REGISTRATION.**" No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



**Mr. Makgatho K.E**  
**Acting Municipal Manager**  
**REF: FIN8/1/13**

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