

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 8/1/1/11

08 June 2022

REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR THE AUDIT AND VERIFICATION OF THE SYSTEM CODED INDIGENT FOR VALIDITY AND COMPLETENESS.

Scope

Audit And Verification Of The System Coded Indigent For Validity And Completeness

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) Tax compliance status pin
- 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)

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 BBBEE). Bidders that score less than a minimum of 70% will be disqualified.

Criteria	Weights	Applicable values
<p>A Company with proven experience on indigent verification management.</p> <ul style="list-style-type: none"> • A maximum of three (3) appointment letters on indigent customer affordability assessment conducted on a credible Customer Affordability Management System. 	45	Poor = 1

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

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

<p>A Company with proven experience on Municipal financial billing management system.</p> <ul style="list-style-type: none"> A maximum of three (3) appointment letters on verification/audit/data cleansing for accounts coded on the Solar/Venus billing financial management system. 	50	<p>Average = 2</p> <p>Good = 3</p> <p>Very good = 4</p>
<p>Project Manager</p> <ul style="list-style-type: none"> A qualified professional Chartered Accountant CA (SA) with a proven experience of five (5) years in Municipal Accounts Management/Municipal completed financial management projects. 	5	<p>Excellent = 5</p>
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. Gondola E** at **015 501 2315** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **15 June 2022 at 11h00**, clearly marked **"THE AUDIT AND VERIFICATION OF THE SYSTEM CODED INDIGENT FOR VALIDITY AND COMPLETENESS.** "No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



Mr. K.E Makgatho
Acting Municipal Manager
REF: FIN 8/1/11

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