

HEAD OFFICE

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 MOGWADI 0715
 Telephone : (015) 501 0243/4
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Molemole Municipality

MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
 MOREBENG 0810
 Telephone : (015) 501 2301 / (015) 501 2371
 Fax no : (015) 397 4334

www.molemole.gov.za

Ralephenya T.D

ALL CORRESPONDENCE TO BE ADDRESSED TO THE

LED&P-13/2022/23

Date: 02 June 2023

REQUEST FOR QUOTATION

MOLEMOLE MUNICIPALITY IS HEREBY INVITING QUOTATIONS FROM SUITABLE SERVICE PROVIDERS WHO ARE REGISTERED ON THE CENTRAL DATABASE FOR RENDERING PROFESSIONAL SERVICES FOR THE DEMARCATION OF 80 SITES AT MOGWADI TOWNSHIP.

| No. | Description | Quantity | Total Price |
|---|----------------------------|----------|-------------|
| 1. | Motivation Memorandum | 5 | |
| 2. | Locality Plan | 5 | |
| 3. | Topographical plan | 5 | |
| 4. | Public participation | 1 | |
| 5. | Lodging of the application | 3 | |
| Subtotal (Excluding Vat) | | | |
| Vat 15% | | | |
| Total (Vat Inclusive) | | | |
| <i>This should be the same bid amount in the front page</i> | | | |

1. 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. 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].

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

- e. Certified copy of SACPLAN (South African Council For Planners) certificate demonstrating registration as a Technical/Professional planner of the company director.

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 Goal)

| CRITERIA | WEIGHTS | APPLICABLE VALUES |
|--|------------|-------------------|
| COMPANY EXPERIENCE | 30 | |
| 3 x Successfully completed traceable projects in Demarcation of sites (attach 3 appointment letters and on client's letter head) | | |
| PROJECT METHODOLOGY | 10 | |
| <ul style="list-style-type: none"> • Work schedule with clear deliverables • Approach Paper on Work Schedules with clear deliverables | | Poor = 1 |
| PROPOSED KEY PERSONNEL | 30 | Average = 2 |
| Project Manager/ Town Planner | | Good = 3 |
| Attach the following: | | Very good = 4 |
| <ul style="list-style-type: none"> • CV indicating a minimum of three (3) years' proven experience in demarcation of sites. • Certified copy of National diploma in Town and Regional Planning or higher | | Excellent = 5 |
| Land Surveyor | 30 | |
| Attach the following: | | |
| <ul style="list-style-type: none"> • CV indicating a minimum of three (3) years' proven experience in demarcation of sites. • Certified copy of National diploma in Land Surveying or higher • Certified copy of registration certificate with South African Geomatics Council (SAGC) | | |
| Total functionality Score | 100 | |

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4. Stage 3: Evaluation on Price and Specific Goals

- 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 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 | 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 |

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 **Mr. Mashotja MF at 015 501 2304** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **09 June 2023 at 11h00**, clearly marked "**DEMARCATIION OF SITES**". No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



Makgatho KE
Municipal Manager

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