

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 4321
 Fax no : (015) 397 4334

www.molemole.gov.za

Enquiries: **Ralephenya T.D**

Reference: **FIN: 8/1/1/10**

02 March 2020

REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) TO PROVIDE MSCOA TRAINING/AWARENESS FOR MUNICIPAL COUNCILLORS FOR ONE DAY:

1. Specification

Description	QTY	Amount
MSCOA TRAINING/AWARENESS FOR MUNICIPAL COUNCILLORS FOR ONE DAY	32	
Subtotal		
V.A.T @ 15 %		
Total cost (Including V.A.T)		

The following documentation should be attached to the quotations:

- a) The recent up-to-date central supplier data (CSD) registration report detailing all compliance requirements; [Last verified between **the advert date and the closing date**]
- b) Include in the quotation, the Master Registration Number or Tax compliance status pin [or recent printed copy of tax clearance certificate]
- c) 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)
- d) Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- e) Fully signed and completed MBD 9 form [downloadable from www.molemole.gov.za]
- f) Certificate of preferred MSCOA trainer by National Treasury.

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.

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 BBEE).

Criteria	Weights	Applicable values
Proof of RELEVANT experience by the bidding company in Providing mSCOA Training/ Awareness. Attach 8 appointment letters with contactable references on Client's company letterhead Attach a maximum of 05 projects only	80	Average = 2 Good = 3 Very good = 4
Attach the Certificate of preferred mSCOA trainer by National Treasury	20	Excellent = 5
Total	100	

The following conditions will apply:

- a) Quotations must be on an official letterhead of the company
- b) Price(s) quoted must be valid for fourteen (14) days from the date of this offer
- c) Incomplete quotations will be disqualified from further evaluation
- d) Payment will be effected within 30days of receipt of invoice.
- e) 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, BBEEA of 2003 and Preferential Procurement Regulation of 2001
- f) 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 **Ms. Lethuba B.M.M** at **015 501 2303** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **10 March 2020 at 11h00**, clearly marked "**MSCOA TRAINING/AWARENESS**" "No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



Mr. Mosena M.L

Municipal Manager

Ref-FIN: 8/1/10

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