

HEAD OFFICE

303 Church Street
 Private Bag X 44
 -MOGWADI 0715
 Telephone: (015) 501 0243/4
 Fax no : (015) 501 0419
 E-mail: info@molemole.gov.za



Molemole Municipality

MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
 MOREBENG 0810
 Telephone : (015) 397 4333 / (015) 397 4322
 Fax no : (015) 397 4334

www.molemole.gov.za

+ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Ralephenya TD

Ref: MM: 8/1/1/08

04 December 2020

REQUEST FOR QUOTATION FROM SUITABLE SERVICE PROVIDERS REGISTERED ON THE CENTRAL SUPPLIER DATABASE FOR REPAIRS AND RENOVATION OF MOLEMOLE MUNICIPALITY MOREBENG LIBRARY

1. **BID SPECIFICATION** [Quotations should be on the company letterhead with the below layout:

| MOLEMOLE MUNICIPALITY MOREBENG LIBRARY | | | | | |
|--|--|---------------------|-----|------------|-------------|
| ITEM NO | DESCRIPTION | UNIT OF MEASUREMENT | QTY | UNIT PRICE | TOTAL PRICE |
| 1. | Take out and remove existing floor carpet and make preparation for tile | M2 | 130 | | |
| 2. | Supply and installation of 600mm x 600mm ceramic floor tiling to offices | M2 | 130 | | |
| Subtotal | | | | | |
| Vat at 15% [If Vat registered] | | | | | |
| Grand Total | | | | | |

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 BBBEE).

| Criteria | Weights | Applicable values |
|--|---------|--|
| Proof of RELEVANT experience by the bidding company in repairs and maintenance of buildings. Attach appointment letters with contactable references on Client's company letterhead | 60 | Poor = 1 Average = 2 Good = 3 Very good = 4 |
| Attach a maximum of 02 projects only | | |

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| | | |
|---|-----|---------------|
| MS Project implementation programme detailing -activities and time frames -key milestones of the project | 25 | Excellent = 5 |
| Specify warranty period on each item renovated and/or supplied on the company's letterhead. | 15 | |
| Total functionality score | 100 | |

Bidders that score less than 80% (rounded to the nearest decimal point) will be disqualified from further bid evaluations

2. The following documentation should accompany the quotations to qualify the bidder for evaluation:

- 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) The Master Registration Number or tax compliance status pin
- c) A certified COPY of a valid letter of good standing from compensation commissioner
- d) A valid copy of CIDB grading of 1 GB.
- e) A certified copy of valid BBBEE certificate (Original also accepted)
- f) Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- g) Fully signed and completed MBD 9 form [downloadable from www.molemole.gov.za]

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


3. The following conditions will apply:

- a) Quotations must be on an official letterhead of the company;
- b) Prices (s) must be firm and must be inclusive of VAT (if applicable);
- c) The appointed bidder will be bound by the submitted methodology as required under Functionality below;
- d) Failure to deliver within the 30 days may result in the municipality cancelling the order;
- h) Quotations will be evaluated according to 80/20 points system whereby 80 points will be for price and 20 points will be allocated in line with Preferential Procurement Policy framework, 2000 and BBBEE regulations. Attach Valid Certified copy of BBBEE certificates (ORIGINAL also accepted)
- e) Payment will be effected within 30 days from receipt of the invoice and all supporting documentation;
- f) The appointed service provider must attach the latest bank confirmation letter together with the invoice.

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- g) The municipality is not bound to accept the lowest or any Bid and reserves the right to not accept any quotation either wholly or a part thereof;
- Kindly direct all Technical enquiries to **Mr PT Molopa** at **015 501 2301** between 08H00 to 16H30 during the weekdays. All quotations should be submitted in the RFQ tender box situated at Mogwadi offices, no 303 Church Street by latest **11 DECEMBER 2020**, at **11H00 AM**, clearly marked "**RENOVATION OF MOREBENG LIBRARY**"
 - No quotation will be accepted after the closing date and time



Mr. MOSENA ML
MUNICIPAL MANAGER
MM: 8/1/08

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