

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



MOREBENG BRANCH OFFICE

25 Cnr. Roets & Vivirers Street
MOREBENG 0810
Telephone : (015) 397 4333 / (015) 397 4327
Fax no : (015) 397 4334

www.molemole.gov.za

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Mabote N.J

Reference: 8/1/1:03

14 August 2017

REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON THE CENTRAL SUPPLIER DATABASE FOR THE REPAIR AND MAINTENANCE OF MOGWADI BUILDING AS PER THE SPECIFICATION ATTACHED HEREUNDER.

1. The following documentation should accompany 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) Certified copy of BBBEE certificates (ORIGINAL also accepted)
- c) A valid (not expired) CIDB grading of 1 GB
- 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]

2. The following conditions will apply:

- a) Quotations must be on an official letterhead of the company;
- b) Digging of trenches, where applicable is the responsibility of the Service Provider
- c) Prices (s) must be firm and must be inclusive of VAT (if applicable);
- d) Implementation of the project must be done within 30 days from date of appointment;
- e) The appointed bidder will be bound by the submitted methodology as required under Functionality below.
- f) Failure to deliver within the 30 days may result in the municipality cancelling the order;
- g) 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;
- h) Payment will be effected within 30 days from receipt of the invoice and all supporting documentation.
- i) 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;

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

Item no	Location	LOCATION OF BUILDING	Quantity	Unit Price	Total Amount
1.	Installation of Air conditioners	Mogwadi Civic centre	03		
2.	Supply and Installation of Isolators for air conditioners	Mogwadi Civic centre	03		
3.	Installation of Air conditioners	Mogwadi Old building	01		
4.	Supply and Connection of Isolators for air conditioners	Mogwadi Old building	01		
5.	Relocation and Connection of Air conditioner	Mogwadi Civic To Morebeng office	01		
6.	Relocation and installation of Air conditioner	Mogwadi Old building to Mogwadi Library	01		
7.	Relocation and installation of Air conditioner	Mogwadi Old building to Mogwadi Library	01		
8.	Relocation and installation of Air conditioner	Mogwadi Civic to Mogwadi Traffic	01		
9.	Servicing of air conditioners: indoor and outdoor units	Mogwadi Library, Civic Centre	08		
Subtotal [Excluding vat]					
Vat at 14% [if registered for vat]					
Grand Total [including vat]					

3.1 Evaluation Criteria: Functionality

- Bidders must achieve a minimum of 80% functionality points in order to be considered for further evaluation in stage 2 (Evaluation on Price and BBEE). Bidders that score less than the minimum of 80% will be disqualified from further evaluation.

Criteria	Weight	Applicable values
Company Experience		
Please provide certified copies of signed testimonial letters from at least 5 (five) clients confirming your company's involvement, level of service and contact details for similar projects of similar type.	30	Poor = 1 Average = 2
Warranties		
Specify Warranty Period for each equipment [effective after the project is complete and handed over to Molemole municipality] <i>Warranty notes with conditions must be submitted on project hand over before payment is approved.</i>	30	Good = 3 Very good = 4 Excellent = 5
Methodology		
Formal Methodology/ Project plan in a tabular format on company letterhead and signed. - Work schedule with clear deliverables - Clear Time frames for each task	20	
Total functionality Score	80	

- Kindly direct all Technical enquiries to Mr. N.J Modisha at 015 501 2332 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 23 August 2017, at 11H00, clearly marked **CONNECTION, RELOCATION AND MAINTENANCE OF AIR CONDITIONERS.**
- No quotation will be accepted after the closing date and time



Mr. MW Ramogale
Acting Municipal Manager