

HEAD OFFICE

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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) 501 2371
Fax no : (015) 397 4334

www.molemole.gov.za

Enquiries: **Ralephenya T.D**

Reference: **MM: 8/1/1/09**

23 FEBRUARY 2021

REQUEST FOR QUOTATION FROM SUITABLE SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) FOR LIVE RADIO BROADCAST OF THE 2020/21 MID-YEAR SERVICE DELIVERY REPORT

1. QUOTATION MUST BE ON THE BIDDER'S OFFICIAL LETTERHEAD USING THE LAYOUT BELOW:

Description	Amount
BROADCASTING OF THE 2020/21 MID-YEAR REPORT	
SIMULCAST ON TWO RADIO STATIONS WITH COVERAGE WITHIN MOLEMOLE JURISDICTION	
Subtotal	
V.A.T @ 15 %	
Total cost (Including V.A.T)	

2. The following documentation should be attached to the quotations:

- 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]
- Tax compliance status pin
- 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)
- Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- 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

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

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


3. 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 broadcast and simulcast. Attach appointment letters or purchase orders from the clients on Client's company letterhead Attach a maximum of 04 Appointments only	60	Poor = 1 Average = 2 Good = 3
Attach signed letters from Two (02) radio stations confirming their participation in the broadcast of 2020/21 Mayoral Mid-Year report (The municipality reserves the right to verify with the radio stations)	40	Very good = 4 Excellent = 5
Total	100	

4. 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 30 days 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 **Modisha N.J. at 015 501 2300** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **03 March 2021 at 11h00**, clearly marked "**BROADCASTING OF 2020/21 MAYORAL MID-YEAR REPORT**"
 - No quotations would be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.


Mr. Mosena M.L
Municipal Manager
Ref-MM: 8/1/1/09

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