

HEAD OFFICE

303 Church Street
Private Bag X 44
MOGWADI 0715
Telephone: (015) 501 2300
Fax no : (015) 501 0419
E-mail: info@molemole.gov.za



Molemole Municipality

www.molemole.gov.za

MOREBENG BRANCH OFFICE

25 Cnr. Roets & Viviers Street
MOREBENG 08310
Telephone : (015) 501 2371
Fax no : (015) 397 4334

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Ralephenya T.D

Ref: CORP-15-2023/24

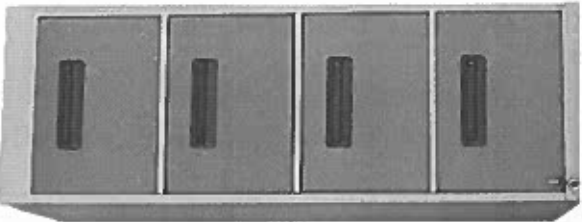
11 March 2024

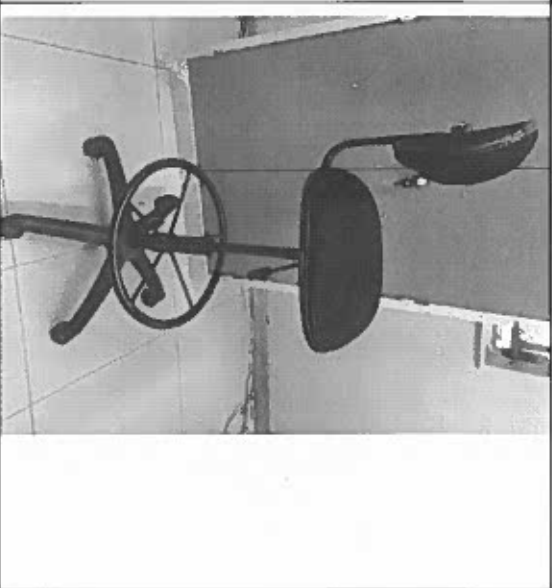

REQUEST FOR QUOTATION

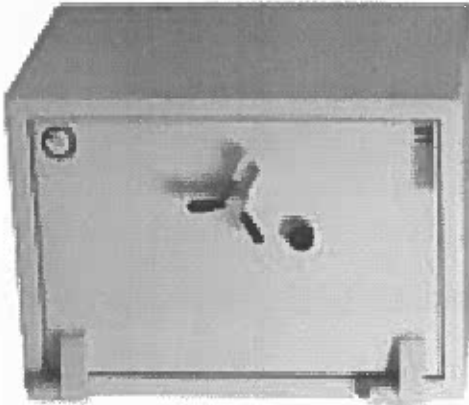
MOLEMOLE LOCAL MUNICIPALITY IS INVITING QUOTATIONS FROM SUITABLE SERVICE PROVIDERS WHO ARE LISTED ON THE CENTRAL SUPPLIER DATABASE FOR THE SUPPLY, DELIVERY AND INSTALLATION OF OFFICE EQUIPMENT AND FURNITURE AT MOGWADI, AND MOLETJIE BRANCH OFFICE:

SPECIFICATION OFFICE EQUIPMENT

DESCRIPTION	QTY	LOCATION	DELIVERY ADDRESS	IMAGES
<p>Supply & Installation of wind free wall split inverter 24000 BTU Split unit Air Conditioner indoor & out door unit</p> <p>Auto Restart Function – Rapid Heating & Cooling – Super – quiet Motor – Remote Control with LCD Display – Self Cleaning Function – Sleep Mode – Timer – Air out-let swing adjustment – Modern white flat design – R410a Gas Refrigerant – Heating and Cooling. – 10 Year Comprehensive Warranty and 5 Year Warranty on Compressor Conditioned</p>	01	<p>Moletjie Ga-Phaudi (Boardroom)</p>	<p>Moletjie Ga-Phaudi</p>	
<p>Supply & Installation wind free wall split inverter 12000 BTU Split unit Air Conditioner indoor & outdoor unit</p> <p>Auto Restart Function – Rapid Heating & Cooling – Super – quiet Motor – Remote Control with LCD Display – Self Cleaning Function – Sleep Mode – Timer – Air out-let swing adjustment – Modern white flat design – R410a Gas Refrigerant – Heating and Cooling. – 10 Year Comprehensive Warranty and 5 Year Warranty on Compressor Conditioned</p>	12	<p>Moletjie Ga Phaudi Saver room X1 Cashier X1 Office NO2 X1 Office No 3 X1 Mogwadi Office Manager Executive X1 Manager Budget X 1 Manager PMS X1 Accountant budget X 1 IT Technician X 1</p>	<p>Ga Phaudi / Mogwadi Old Building</p>	

DESCRIPTION	QTY	LOCATION	DELIVERY ADDRESS	IMAGES
Filing Cabinet 4 drawer 1320HX470WX630D	02	Procurement X 1 Admin Officer (MM) X 1 Cashier (DLTC) X1 Molefije Ga Phaudi	Molefije Ga Phaudi	

DESCRIPTION	QTY	LOCATION	DELIVERY ADDRESS	IMAGES
Econo Draughtsman chair – Swivel Mechanism only – black footring – nylon-base – no arms (Fabric)	02 Black	Moleŋje Ga Phaudi	Moleŋje Ga Phaudi	
Grade 3 security safe size 4 key locking Fire protection	01	Moleŋje Ga Phaudi	Moleŋje Ga Phaudi	

DESCRIPTION	QTY	LOCATION	DELIVERY ADDRESS	IMAGES
				

PRICING STRUCTURE

DESCRIPTION	QTY	Unit price	Total price
Supply & Installation			
24 000 BTU Split unit Air Conditioner	01		
Supply & Installation of 12000 BTU Split unit Air Conditioner	12		
Grade 3 security safe size 4 key locking	01		
Fire protection			
Filling Cabinet 4 drawer 1320HX470WX630D	02		
Econo Draughtsman chair – Swivel Mechanism only – black footring – nylon-base – no arms (Fabric)	02		
SUB TOTAL UNIT PRICE (EXCL VAT)			
VAT 15%			
GRAND TOTAL UNIT PRICE (VAT INCL)			

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. Valid 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]
 - e. Fully signed and completed MBD 6.2 certificate and Annex C for local content and production [downloadable from www.molemole.gov.za]

2. EVALUATION METHODOLOGY

Stage 1: Evaluation on local content

2.1 Evaluation on local content

Under local content stage of evaluation, the following should be completed and duly signed, bidders must meet the minimum threshold of local content as required by the national treasury

- > MBD 6.2
- > Annex C (Downloadable from municipal website under tenders/download files)
- > Authorisation/Exemption letter by the DTI (where applicable)

Local Content formula

$$LC = [1 - x / y] * 100$$

Where

X is the imported content in Rand

Y is the bid price in Rand excluding value added tax (VAT)

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 Goals	Points for specific	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:

- 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 specific goal as per PPPFA of 2022,
 - 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 Khoza K. at 015 501 2300 between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **18 MARCH 2024** at 11h00, clearly marked **"OFFICE FURNITURE & EQUIPMENT"**
 - No quotations would be accepted after the closing date.
 - Molemole municipality reserves the right to accept any quotations.

- **MR. MAKGATHO K.E**
- **MUNICIPAL MANAGER**
- **CORP-15-2023/24**