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**Molemole Municipality**

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

**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](http://www.molemole.gov.za)

**Enquiries: Ralephenya T.D**

**Reference: FIN/014/2022/23**

**04 April 2023**

**REQUEST FOR QUOTATION**

**MOLEMOLE MUNICIPALITY IS INVITING FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) TO PROVIDE A TRAINING ON THE ALLIGNMENT OF IDP AND BUDGET IN COMPLIANT WITH THE MSCOA REQUIREMENTS FOR THE MUNICIPAL MANAGEMENT.**

**1. Specification**

Description	Amount
<b>TRAINING ON THE ALLIGNMENT OF IDP AND BUDGET IN COMPLIANT WITH THE MSCOA REQUIREMENTS FOR THE MUNICIPAL MANAGEMENT.</b>	
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 database (CSD) registration report detailing all compliance requirements; [Last verified between the **advert date** and the **closing date**]
- b) Tax compliance status pin
- c) Fully signed and completed declaration of interest form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- d) Fully signed and completed MBD 9 form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]

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

**Evaluation guideline**

**Bidders will be evaluated in terms the following two stages**

**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 Specific Goal).

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

**Stage 2: Evaluation on Price and Specific Goals**

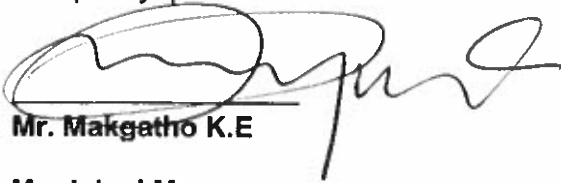
- Bidders must attach supporting documents to claim points. Failure to attach the valid documents points shall not disqualify the Bidder from further evaluation; but only points will be forfeited.

<b>Preference Points for specific Goals</b>	<b>Means of Verification</b>	<b>Points</b>
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 bidder needs to ensure that there is skills transfer.
- g) 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. Wiso P M** at **015 501 2303** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **12 March 2023 at 11h00**, clearly marked **“TRAINING ON THE ALLIGNMENT OF IDP AND BUDGET IN COMPLIANT WITH THE MSCOA REQUIREMENTS FOR THE MUNICIPAL MANAGEMENT”**. No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



**Mr. Makgatho K.E**

**Municipal Manager**

**Ref-FIN/014/2022/23**