



Ref: Maropeng Mokhatla (SCM)

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**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS**

**Procurement from R30 000.00 up to a transaction value of R 200 000.00 (including Vat)**

**(For publication on Mogale City Website and Notice Boards)**

Kindly furnish Mogale City Local Municipality with a written quotation on the goods listed hereunder:

**RFQ: I (FM) 15/2011**

**QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS FOR THE REPLACEMENT OF THATCH ROOF AS WELL AS OTHER MINOR REPAIRS AT COUNCIL'S PROPERTY AT PLOT 344 OF FARM 429 J2 VOLGEZANG, HEKPOORT.**

**Advertising date: Friday 3 December 2010**

**Closing date and time: Tuesday 14 December 2010 at 11:00**

**Compulsory Briefing Session: Tuesday 07 December 2010 at 14:00 Infrastructure Boardroom 2<sup>nd</sup> Floor, President Building Krugersdorp.**

The quotation must be submitted on the official quotation document (including all the required annexures) and must be delivered by hand before the official closing date and time to:

The SCM Unit of MCLM  
Civic Centre  
Corner Market & Commissioner Streets, Krugersdorp  
Upper Level West Wing  
Tender Box 1

**The following conditions will apply:**

- Quotation documents can be downloaded from the website [www.mogalecity.gov.za](http://www.mogalecity.gov.za) or collected from the Supply Chain Management Unit, Finance Dept, Civic Centre, and Krugersdorp.
  - The lowest or any quotations will not necessarily be accepted and MCLM reserves the right to accept the quotation in total or only in part.
  - To participate in MCLM's quotation procurement of goods and services, suppliers are requested to register on the MCLM supplier database. Forms available from SCM Unit or website.
  - No late quotations delivered after the official closing date and time will be accepted.
  - **Price(s) quoted must be valid for at least thirty (30) days from date of your offer.**
  - **Price(s) quoted must be firm and must be inclusive of VAT.**
  - A firm delivery period must be indicated.
  - A valid, original tax clearance certificate must be attached.
  - This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the following forms need to be completed and submitted:
    - **MBD 4: Declaration of interest;**
    - **MBD 6.1: HDI preference points (7 points);**
    - **MBD 6.3: Promotion of SMME's (3 points)**
    - **MBD 6.11: Preference points to Mogale based companies (10 points)**
    - **MBD 8: Declaration of bidders past supply chain management practices**
    - **MBD 9: Certificate of independent bid determination.**
- If the MBD forms are not completed & submitted, your quotation will be rejected.
- No quotation will be considered from persons in service of the state (MDB 4)
  - **Electronic (e-mailed or faxed) quotations are not accepted.**

**MOGALE CITY LOCAL MUNICIPALITY  
REQUEST FOR FORMAL WRITTEN PRICE QUOTATION**

Mogale City Local Municipality requests a quotation on the services listed hereunder on the Request for Quotation Forms. Please furnish all the information as requested and return the quotation on the date stipulated. Late and incomplete submissions will invalidate the quotation submitted.

<b>RFQ NUMBER:</b>	RFQ – I(FM) 16/2011 The appointment of a service provider to replace thatch roof at Plot 344 of farm 429J2 Volgezang, Hekpoort.
<b>ADVERTISING DATE</b>	Friday 3 December 2010
<b>DEPARTMENT</b>	Department and Section: Infrastructure – Building Maintenance

**1.SCOPE OF WORK**

Notes to the contractor: All work to be of high quality and no shoddy workmanship will be accepted.

1. All materials are to be of high standard and approved by SABS.
2. Quoted rates must include transportation, materials and equipment necessary to complete the project.
3. On completion the site to be left clean and tidy.

Item	Description	Unit	Quantity	Rate	Total
1	Remove existing thatch roof including laths and cart away from site.	M <sup>2</sup>	350		
2	Supply and install 120 mm thick layer of thatch including replacing of damaged laths.	M <sup>2</sup>	170		
3	Supply and install bird mesh to gable ends	M	120		
4	Supply and install fibre glass ridging	M	45		
5.	Replaced damaged tongue and groove wooden floor to match existing in all respects.	M <sup>2</sup>	10		

		Sub - Total	R
		14% VAT	
		Total	R

**EVALUATION CRITERIA:**

**FUNCTIONALITY SCORING**

All quotations received will be evaluated on the 80/20 point scoring basis. The 80 points will be for Price and 20 points are for specific goals and / or for achieving the prescribed reconstruction and Development Programme (RDP) goals.

**The below mentioned criteria regarding functionality are required for responsiveness and therefore eligibility for the next stage of evaluation. If the minimum of 12 points is not scored for functionality the quotation will be rejected and not considered for further evaluation. These criteria shall only determine whether a quotation will be eligible for further evaluation and will not influence the points scored on Price.**

NO.	DESCRIPTION	WEIGHTS	MINIMUM SCORE
1	<ul style="list-style-type: none"> <li>The service provider must provide proof of previous experience to replace thatch roof as well as references.</li> </ul>	10	
2.	<ul style="list-style-type: none"> <li>Available resources and equipment to execute this project</li> </ul>	10	
	<b>TOTAL</b>	<b>20</b>	<b>12</b>

The RFQ will be evaluated on the basis of the 80/20 point system as stipulated in the Preferential Procurement Policy Framework Act.

80 points for Price

20 Preference points:

- HDI (Historically Disadvantaged) (MBD 6.1) 4 points
- Female Equity (MBD 6.1) 2 points
- Disabled ownership (MBD 6.1) 1 point
- Promotion of SMME's (MBD 6.3) 3 points
- Mogale Based companies (MBD 6.11) 10 points

**OTHER DOCUMENTS REQUIRED**

- Original, valid tax clearance certificate
- Company registration documents
- Copies of ID's of shareholders
- Completed MBD 4, MBD 6.1, MBD 6.3, MBD 6.11 ,MBD 8 and MBD 9
- Copy of latest municipal account
- Price schedule (fixed prices including Vat.

<b>COMPULSORY BRIEFING SESSION</b>	A compulsory briefing session will be held on Tuesday 07 December 2010 at 14:00 Infrastructure boardroom, 2 <sup>nd</sup> floor, President Building, Krugersdorp.
<b>CONSTRUCTION PERIOD</b>	Construction period from date of receipt of official order to finalization will be ..... Days/weeks. The contractor must be functional on site by the 18 <sup>th</sup> December 2010.
<b>CLOSING DATE AND TIME</b>	Tuesday 14 December 2010 at 11h00
<b>SUBMISSION OF QUOTES</b>	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
<b>ENQUIRIES:</b>	Sam Nkutha at – 082 842 7552 at Infrastructure Services, Building Maintenance

**Conditions:**

- All prices quoted must be **inclusive of VAT**.
- All prices submitted must be fixed prices for the period of the quotation.
- If the price schedule is not signed the quotation will not be considered.
- No tipp-ex or correction fluid to be used on the quotation documentation- will lead to instant disqualification.
- Quotations completed in pencil will be regarded as invalid.
- All prices quoted must be valid for thirty (30) days.

NAME OF THE BIDDER: ..... CONTACT PERSON: .....

TEL/ CELL NO: ..... FAX NO: .....

\_\_\_\_\_  
SIGNATURE OF BIDDER

\_\_\_\_\_  
CAPACITY OF BIDDER

