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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 services listed hereunder:

**RFQ- EM(SP) 05/2012**

**QUOTATIONS ARE HEREBY INVITED FROM TRANSPORT SERVICE PROVIDERS FOR RENDERING TRANSPORT SERVICES IN 65-SEATER BUSES AND 22-SEATER BUSES TO TRANSPORT PARTICIPANTS FROM FIVE RURAL AREAS TO AND FROM PUBLIC PARTICIPATION MEETINGS FROM THE 12<sup>TH</sup> MAY 2012 TO 25<sup>TH</sup> MAY 2012.**

**Advertising date: Tuesday 08 May 2012**

**Closing date and time: Thursday 10 May 2012 @ 11:00**

**None Compulsory Briefing Session** will be held on **Wednesday 09 May 2012 at 10:00** at the **Mayoral Chamber**, Civic Centre, 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, 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: B-BBEE Status Level of Contribution**
  - **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

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

- **As from the 7 December 2011, all Service providers / contractors must submit valid, certified copies of their BEE certificates from an accredited BEE verification agency with their tender submission.** Failure to submit a BEE certificate will lead to forfeiture (loss) of the preference points.
- In the instance of Exempted Micro Enterprises (EME) (turnover less than R 5m) a letter from a professional, registered accountant/ auditor in order to qualify for preference points.
- **Electronic (e-mailed or faxed) quotations are not accepted.**

Failure to submit a BEE certificate will lead to forfeiture (loss) of the preference points  
In the instance of Exempted Micro Enterprises (EME) (turnover less than R 5m) a letter from a professional, registered accountant/ auditor in order to qualify for preference points.

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 –EM(SP) 05/2012 For transport services in 65-seater buses and 22-seater buses to and from public participation meetings											
<b>ADVERTISING DATE:</b>	Tuesday 08 May 2012											
<b>DEPARTMENT:</b>	Executive Mayor's Office – Office of the Speaker											
<b>DESCRIPTION OF SERVICES / GOODS</b>	Mogale City Local Municipality requires transport services of buses to transport participants from five rural areas to and from public participation meeting of integrated development plan and budget compilation process from the 2 <sup>nd</sup> to 14 November 2011.											
	<p><b>TECHNICAL EVALUATING CRITERIA</b> All quotations received will be evaluated on the 80/20 point scoring basis. The 80 points will be divided into 80 points for Price and 20 points for Functionality in the below mentioned criteria</p> <p>The criteria for the evaluation of the technical aspect of the submitted quotation will include, but not limited, to the following elements:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">DESCRIPTION</th> <th style="width: 20%;">WEIGHT</th> <th style="width: 20%;">MINIMUM SCORE</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> <li>• Attach the Route Permit for the required number (number of buses varies per venue and per date) of 65-seater buses as well as the required 22-seater buses to be used for the duration of the contract. (1point per route permit per bus)</li> </ul> </td> <td style="text-align: center; vertical-align: middle;">12</td> <td></td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Attach copy of valid license disc for each bus</li> </ul> </td> <td style="text-align: center; vertical-align: middle;">12</td> <td></td> </tr> </tbody> </table>			DESCRIPTION	WEIGHT	MINIMUM SCORE	<ul style="list-style-type: none"> <li>• Attach the Route Permit for the required number (number of buses varies per venue and per date) of 65-seater buses as well as the required 22-seater buses to be used for the duration of the contract. (1point per route permit per bus)</li> </ul>	12		<ul style="list-style-type: none"> <li>• Attach copy of valid license disc for each bus</li> </ul>	12	
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	<ul style="list-style-type: none"> <li>• Attach the copy of the driver's valid license for the buses</li> </ul>	05																					
	<ul style="list-style-type: none"> <li>• Attach the public drivers permit (PRDP)</li> </ul>	05																					
	<ul style="list-style-type: none"> <li>• Infrastructure and Resources available: Either owned or rented buses (1 point per bus availability)</li> </ul>	08																					
	<b>TOTAL</b>	<b>43</b>	<b>28</b>																				
	<p style="text-align: center;">❖ Compulsory Roadworthy inspections of all the buses will be conducted by Community Safety of Mogale City Local Municipality.</p> <p>The purpose of the comparison is to ensure a meaningful evaluation; bidders are requested to furnish detailed information of substantiation of compliance to the evaluation criteria. The service provider should at least score the minimum of 28 points out of the 48 points in order to be considered to the next evaluation phase.</p> <p>If any criterion is rated zero points, the tenderer will be rejected, even if the required 28 out of 43 points are achieved.</p>																						
<b>EVALUATION OF QUOTATION</b>	<p>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 Broad Based Black Economic Empowerment (BBBEE) for attaining the BBBEE status level of contribution in accordance with the table below:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>BBBEE Status level of contributor</th> <th>Number of points(80/20 system)</th> </tr> </thead> <tbody> <tr><td>1</td><td>20</td></tr> <tr><td>2</td><td>18</td></tr> <tr><td>3</td><td>16</td></tr> <tr><td>4</td><td>12</td></tr> <tr><td>5</td><td>8</td></tr> <tr><td>6</td><td>6</td></tr> <tr><td>7</td><td>4</td></tr> <tr><td>8</td><td>2</td></tr> <tr><td><b>Non –complaint contributor</b></td><td><b>0</b></td></tr> </tbody> </table>			BBBEE Status level of contributor	Number of points(80/20 system)	1	20	2	18	3	16	4	12	5	8	6	6	7	4	8	2	<b>Non –complaint contributor</b>	<b>0</b>
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7	4																						
8	2																						
<b>Non –complaint contributor</b>	<b>0</b>																						
<b>OTHER DOCUMENTS</b>	<ul style="list-style-type: none"> <li>• Original, valid tax clearance certificate</li> <li>• Company registration documents</li> <li>• Copies of ID's of shareholders</li> <li>• Completed MBD 4, MBD 6.1, MBD 8, and MBD 9.</li> <li>• Copy of latest municipal account</li> <li>• Price schedule (fixed prices including Vat)</li> </ul>																						

<b>SUBMISSION DATE AND TIME</b>	<b>Thursday 10 May 2012 @ 11h00</b>
<b>COMPULSORY BRIEFING SESSION</b>	None Compulsory Briefing Session will be held on Wednesday 09 May 2012 at 10:00 at the Mayoral Chamber, Civic Centre, Krugersdorp.
<b>SUBMISSION OF QUOTES</b>	Tender Box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
<b>ENQUIRIES:</b>	Mr Tshepo Mathodlana at 072 040 2462 or <a href="mailto:Tshepoma@mogalecity.gov.za">email to: Tshepoma@mogalecity.gov.za</a>

**ANNEXURE A**

**WARD CLUSTER AND SECTOR ROLL – OUT SCHEDULE 12 TO 25 MAY 2012**

**RURAL NORTH & WEST**

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 30	Nelson Mandela Hall (Tarlton)	<b>12 / 05 / 2012</b> (Saturday).	09h00	Team A	Daniel Mlilo 073 1553 913 Ward Thirty One Offices. (Magaliesburg)	Orient Hills, Kwaggafontein, Smokedown, Tsakane and Block Six then Nelson Mandela Hall <b>( 1 x 65 –seater Bus)</b>
Ward 31		<b>12 / 05 / 2012</b> (Saturday).	09h00	Team B	Peace Banda 082 310 7744 and (011) 952 – 2485 Ward Thirty Offices. (Tarlton)	Hartley, Golden Harvest, Ga Mogale and Golden Valley then Nelson Mandela Hall <b>(1 x 65-seater Bus)</b>
Ward 32		<b>12 / 05 / 2012</b> (Saturday).	09h00	Team C	Aaron Phaho 078 769 4345 Ward Thirty Two Offices. (Hekpoort and Kroomdraai)	Festive, Bekker, Manhaarsrand, Doringhoek, Hartebeesfontein and Mini Market then Nelson Mandela Hall <b>(1 x 65-seater Bus)</b>

RURAL SOUTH & EAST

Ward No	Venue	Date	Time	Attendees	Coordinator	Pick-up Points
Ward 23	Muldersdrift MPCC.	<b>13 / 05 / 2012</b> (Sunday)	09h00	Team A	Busi Galetuke 084 234 8807 Ward Twenty Three Offices  Eunice Setlhabakgomo 079 350 2900 Ward Twenty Three Offices	Themba lethu, Joe Slovo, Ward 28 Spar, Plot 140 Copper Road then to Muldersdrift MPCC  <b>(1 x 65-seater Bus).</b>
Ward 29	St Ansgars Primary School			Team B		Plot 89, Lanseria Road Garage, Kromdraai then to St Ansgars Primary School  <b>(1 x 65-seater Bus)</b>
Ward 33						

CBD EAST, WEST, AND CENTRAL

Ward No	Venue	Date	Time	Attendees	Coordinator	Transport & Pick-up Points
Ward 17	<i>CENTENARY HALL</i>	<b>14 /05/2012</b>  (Monday)	18h00	Team A		<b>Transport to be arranged for ward 26</b>  <b>(1xBus)</b>
Ward 20						
Ward 26						
Ward 29						

CBD NORTH AND SOUTH

Ward No	Venue	Date	Time	Attendees	Coordinator	Transport & Pick-up Points
Ward 18	<i>KHOSA CLUB</i>	<b>14 /05/2012</b>	18h00	Team B		
Ward 21		(Monday)				
Ward 22						
Ward 28						



ALL MUNSIEVILLE WARDS.

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 24 Ward 25 Ward 27	Munsieville Hall	<b>15 / 05 / 2011</b>  (Tuesday)	18h00	Team A		Thutolefa High School, Schoolboard, Roimaspal then Munsieville Hall  <b>( 1 x 65-seater Bus)</b>
Extension 4 and Pango	Marquee	<b>15 / 05 / 2011</b>  (Tuesday)		Team B		

KAGISO CENTRAL, AND EAST.

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 8	Kagiso Junior Secondary School	<b>16/05/2012</b> (Wednesday)	18h00	Team A		
Ward 9 Ward 19	Kagiso Community Hall	<b>16/05/2012</b> (Wednesday)	18h00	Team B		
Ward 7 Ward 10	Thembile Primary School	<b>16/05/2012</b> (Wednesday)	18h00	Team C		

**KAGISO WEST**

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 3 Ward 34	Marquee or Patrick Mashego Primary	<b>17/05/2012</b> (Thursday)	18h00	Team A		

**KAGISO EAST - WEST**

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 4 Ward 5		<b>17/05/2012</b> (Thursday)	18h00	Team B		

**LUSAKA**

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 1 Ward 2	Lusaka MPCC	<b>17/05/2012</b> (Thursday)	18h00	Team C		

AZAADVILLE

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Azaadvile	Azaadvile Community Hall	<b>19/05/2012</b>  (Saturday)	14h00	All		

KAGISO NORTH

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 14	Kagisanong Community Hall	<b>22/05/2012</b>  (Tuesday)	18h00			Singobile crèche, Hostel, Tudor Shaft, Living Waters Church then to Kagisanong Hall
Ward 15						
Ward 16						

KAGISO CENTRAL, SOUTH AND NORTH

<b>Ward No</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Attendees</b>	<b>Coordinator</b>	<b>Pick-up Points</b>
Ward 11	Bosele Primary School	<b>25/05/2012</b> (Wednesday)	18h00	Team A		
Ward 12						
Ward 6	WD Oliphant School	<b>25/05/2012</b> (Wednesday)	18h00	Team B		
Ward 13						

**PROPOSED SCHEDULE FOR SECTOR MEETINGS**

<b>SECTOR</b>	<b>Venue</b>	<b>Date</b>	<b>Time</b>	<b>Facilitator</b>
<b>BUSINESS (At least 34 representing the wards)</b>	Council Chamber/Town Hall	21/ 05/ 2012  (Monday)	10h00 to 13h00 <b>(Draft Programme Attached)</b>	Councillor Friedman - MMC LED.
<b>CBOs and NGOs (Including Safety). (At least 34 representing the wards)</b>	Council Chamber/Town Hall	22/ 05 / 2012  (Tuesday).	10h00 to 13h00 <b>(Draft Programme Attached)</b>	Councilor Kufa MMC Safety
<b>YOUTH (At least 34 representing the wards)</b>	Council Chamber/Town Hall	23 / 05 / 2012  (Wednesday)	10h00 to 13h00 <b>(Draft Programme Attached)</b>	Councilor Setswalo Moja MMC Sports
<b>RELIGIOUS</b>	Council Chamber/Town Hall	24 / 05/ 2012  (Thursday)	10h00 to 13h00 <b>(Draft Programme Attached)</b>	Councilor Mathe – MMC Health.
<b>LABOUR (At least 34 representing the wards)</b>	Council Chamber/Town Hall	25 / 05 / 2012  (Friday)	10h00 to 13h00	Councillor Mangole – MMC Corporate Support Services.

- ❖ Ward Councilors with coordinators will be responsible for coordination of buses.
- ❖ MCLM, through the Public Participation IDP will continuously interact with appointed transport service provider/s for daily running of the programme for the entire period
- ❖ **COLLECTION TIMES:** Collection time for all 09h00 meetings must be 6h00 am
  - Collection time for all 18h00 meetings must be 16h00 pm
  - Collection time for all 20h00 meetings must be 18h00 pm

PRICING SCHEDULE

RFQ-EM (SP) 04/2012  
 CLOSING TIME: 11H00

NAME OF BIDDER: \_\_\_\_\_  
 CLOSING DATE: THURSDAY 10 MAY 2012

DATE AND VENUE	PICK-UP POINT	65-Seater bus All tariffs must be for return fee, including driver and inclusive of VAT	22-Seater bus
12-05-2012 NELSON MANDELA HALL	<p>Hartley, Golden Harvest, Ga Mogale and Golden Valley then Nelson Mandela Hall</p> <p><b>1 x 65-seater Bus</b></p> <p>Orient Hills, Kwaggafontein, Smokedown, Tsakane and Block Six then Nelson Mandela Hall</p> <p><b>1 x 65 –seater Bus</b></p> <p>Festive, Bekker, Manhaarsrand, Doringhoek, Hartebeesfontein and Mini Market then Nelson Mandela Hall</p> <p><b>1 x 65-seater Bus</b></p>	<p>Name of driver: _____</p> <p>Registration no of bus: _____</p> <p>Tariff: R _____</p> <p>Name of driver: _____</p> <p>Registration no of bus: _____</p> <p>Tariff: R _____</p> <p>Name of driver: _____</p> <p>Registration no of bus: _____</p> <p>Tariff: R _____</p>	N/A



DATE AND VENUE	PICK-UP POINT	65-Seater bus All tariffs must be for return fee, including driver and inclusive of VAT	22-Seater bus
13-05 -2012 MULDERSDRIFT MPCC	<p>Themba lethu, Joe Slovo, Ward 28 Spar, Plot 140 Copper Road then to Muldersdrift MPCC</p> <p><b>(1 x 65-seater Bus).</b></p> <p>Plot 89, Lanseria Road Garage, Kromdraai then to St Ansgars Primary School</p> <p><b>(1 x 65-seater Bus)</b></p>	<p>Name of driver: _____</p> <p>Registration no of bus: _____</p> <p>Tariff: R _____</p> <p>Name of driver: _____</p> <p>Registration no of bus: _____</p> <p>Tariff: R _____</p>	N/A

DATE AND VENUE	PICK-UP POINT	65-Seater bus All tariffs must be for return fee, including driver and inclusive of VAT	22-Seater bus
15 -05 -2012 MUNSIEVILLE HALL	Thutolefa High School, Schoolboard,Rooi Maspal, then Munsieville Hall  <b>( 2 x 65-seater Bus)</b>	Name of driver: _____ Registration no of bus: _____  Tariff: R _____  Name of driver: _____ Registration no of bus: _____  Tariff: R _____	N/A

DATE AND VENUE	PICK-UP POINT	65-Seater bus All tariffs must be for return fee, including driver and inclusive of VAT	22-Seater bus
22-05 -2012 Kagisanong Community Hall	Tudor Shaft, Singobile Crenche, Living Water Church, Mnqandashe Hostel, Luipaardsvlei, Mindalore.  <b>( 1 x 65-seater Bus)</b>	Name of driver: _____ Registration no of bus: _____  Tariff: R _____  Name of driver: _____ Registration no of bus: _____  Tariff: R _____	N/A

DATE AND VENUE	PICK-UP POINT	65-Seater bus All tariffs must be for return fee, including driver and inclusive of VAT	22-Seater bus
21 -05 -2012 COUNCIL CHAMBER / TOWN HALL	RDP, Ward 34, Lusaka MPCC, Extension 12 Hall and Taxi Rank ,Sonop, Kagiso Hall, Kagisanong, Sinqobile, Ward 16 and 26  <b>(1 x 22 – Seater bus)</b>  Munsieville Hall , School Board, Hekpoort Raid Center, Video Center, Muldersdrift, Spar  <b>(1 x 22 – Seater bus)</b>  Magaliesburg Community Centre, Tarlton, Kroomdraai, Ward 33, Pinehaven  <b>(1 x 22 – Seater bus)</b>	<b>N/A</b>	Name of driver: _____ Registration no of bus: _____ Tariff: R _____  Name of driver: _____ Registration no of bus: _____ Tariff: R _____  Name of driver: _____ Registration no of bus: _____ Tariff: R _____

DATE AND VENUE	PICK-UP POINT	65-Seater bus All tariffs must be for return fee, including driver and inclusive of VAT	22-Seater bus
22 -05 -2012 COUNCIL CHAMBER / TOWN HALL	<p>RDP, Ward 34, Lusaka MPCC, Extension 12 Hall and Taxi Rank ,Sonop, Kagiso Hall, Kagisanong, Singobile, Ward 16 and 26  <b>(1 x 22 – Seater bus)</b></p> <p>Munsieville Hall , School Board, Hekpoort Raid Center, Video Center, Muldersdrift, Spar  <b>(1 x 22 – Seater bus)</b></p> <p>Magaliesburg Community Centre, Tarlton, Kroomdraai, Ward 33, Pinehaven  <b>(1 x 22 – Seater bus)</b></p>	<p><b>N/A</b></p>	<p>Name of driver: _____            Registration no of            bus: _____            Tariff: R _____</p> <p>Name of driver: _____            Registration no of            bus: _____            Tariff: R _____</p> <p>Name of driver: _____            Registration no of            bus: _____            Tariff: R _____</p>

- All prices quoted must be **VAT inclusive**
- All prices submitted must be fixed for the period of the quotation
- All prices quoted must be valid for thirty (30) days
- No tipp-ex or correction fluid may be used on the quotation document
- Quotations completed in pencil or any erasable pen will be regarded as invalid.

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

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

SIGNATURE ..... DATE :.....