



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: IEM (P) 10/2013

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDER/S FOR THE SUPPLY, DELIVERY, AND INSTALLATION OF QUALITY LAMINATED WOODEN FLOORING AT INTEGRATED ENVIRONMENTAL MANAGEMENT OFFICES, CORONATION PARK.

Advertising date: Monday 27 May 2013

Closing date and time: Wednesday 5 June 2013 @ 11:00

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 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 **sixty (60) 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**

Mogale City Local Municipality requests a quotation on the goods 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.

RFQ NUMBER:	RFQ: IEM (P) 10/2013: Quotations are hereby invited from service providers for the supply, delivery and installation of quality laminated wooden flooring at Integrated Environmental Management offices, Coronation Park.
ADVERTISING DATE:	Monday 27 May 2013
DEPARTMENT:	Department: Integrated Environmental Management- Section : Parks
DESCRIPTION OF SERVICES	<p><u>SCOPE OF WORK</u></p> <p>1. GENERAL DESCRIPTION</p> <p>For the Supply, Delivery and installation of quality laminated wooden flooring at Integrated Environmental Management offices, Coronation Park.</p> <p>2. DETAILS OF CONTRACT</p> <p>The contract requires the replacement of existing carpet flooring with laminate wooden flooring. The appointed contractor shall be responsible for the removal and disposal of the old carpet. There is an estimated area of a 245m² to be covered.</p> <p>The minimum specification for the laminate wooden flooring:</p> <ul style="list-style-type: none"> • Sub-flooring material: Heavy duty 2.5-2.6mm with sound dampening, and moisture resistance. • Finish: Matt with natural wood grain. • Colour: To be selected by client • Plank edge finish: Four sided V-groove or bevelled • Traffic load: High load and suitable for commercial applications. • Warranty: Minimum of 12 years commercial warranty. • Structure: High density HDF board • Quality standards: Wear resistant, impact resistant, dimensionally stable, scratch resistant, slip resistant, moisture resistant, stain resistant (Quality code AC4 – EN13329-2006) • Thickness: Minimum 8-9mm • Skirting: Matching wood finish and colour. <p>Notes to the contractor:</p> <ol style="list-style-type: none"> 1. All work to be of high quality and no shoddy workmanship will be accepted. 2. All materials are to be of a high standard and approved by the SABS. 3. The work to be executed during working hours and over weekends.

<p>FUNCTIONALITY EVALUATION CRITERIA</p>	<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" data-bbox="603 394 1353 813"> <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>Non –complaint contributor</td><td>0</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	Non –complaint contributor	0
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<p>FUNCTIONALITY SCORING</p>	<p>FUNCTIONALITY SCORING The below mentioned criteria regarding functionality are required for responsiveness. And therefore eligibility for the next stage of evaluation if the minimum of 10 points is not scored for functionality the proposal will be rejected.</p> <table border="1" data-bbox="403 981 1554 1464"> <thead> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>WEIGHTS</th> <th>MINIMUM SCORE</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td> <ul style="list-style-type: none"> The service provider's experience and track record of similar or relevant works. 2-3 years = 4 points 4-6 years = 8 points 7 and above = 10 points </td> <td>10</td> <td></td> </tr> <tr> <td>2.</td> <td> <ul style="list-style-type: none"> Available resources and equipment to execute this project. </td> <td>10</td> <td></td> </tr> <tr> <td></td> <td></td> <td>20</td> <td>10</td> </tr> </tbody> </table> <p>For purposes of comparison and in order to ensure meaningful evaluation, bidders are requested to furnish detailed information in substantiation of compliance to functionality criteria mentioned. A bidder that scores less than 10 points in respect of functionality will be disqualified. If any criterion is rated zero points, the tenderer will be rejected, even if the required 10 out of 20 points are achieved.</p>	NO.	DESCRIPTION	WEIGHTS	MINIMUM SCORE	1.	<ul style="list-style-type: none"> The service provider's experience and track record of similar or relevant works. 2-3 years = 4 points 4-6 years = 8 points 7 and above = 10 points 	10		2.	<ul style="list-style-type: none"> Available resources and equipment to execute this project. 	10				20	10				
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<p>OTHER DOCUMENTS REQUIRED:</p>	<ul style="list-style-type: none"> Original, valid tax clearance certificate Company registration documents Copies of ID's of shareholders Completed MBD 4, MBD 6.1, MBD 8 and MBD 9 Copy of latest municipal account Schedule (fixed prices including Vat) 																				
<p>CLOSING DATE AND TIME:</p>	<p>Wednesday 5 June 2013 at 14h00</p>																				

SUBMISSION OF QUOTES	Tender box 1 Reception desk of SCM Unit Civic Centre Krugersdorp
COMPLETION PERIOD	Completion period after the date of official orderdays / weeks
ENQUIRIES	Rinus Boucher (011) 951 – 2108/083 258 4762 or rinus.boucher@mogalecity.gov.za

Conditions:

- All prices quoted must be **inclusive of VAT**.
- Price(s) quoted must be valid for at least **sixty (60) days** from date of your offer.
- 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.

NAME OF THE BIDDER: TEL/ CELL NO:

CONTACT PERSON: FAX NUMBER:.....

E-MAIL ADDRESS: _____

IEM (P) 10/2013

**BILL OF QUANTITIES FOR INTEGRATED ENVIRONMENTAL MANAGEMENT OFFICES
LAMINATED WOODEN FLOOR.**

Item No	Spec. Ref	Description	Unit	Quantity	Rate	Amount (Incl.Vat)
All rates tendered are to be fully inclusive of consumables (i.e. paint, cleaning liquids, and clothes) and materials. Sizes to be confirmed on site prior to ordering of any material.						
1						
1.1		Construction Work – Surface preparations Strip and Remove existing carpet and dispose from site. Clean and prepare the surface before installation.	M ²	245		
1.2		Construction Work – Existing Floor Surface Applications <i>*Floors must be smooth, hard, clean and dry before laying commences*</i> Supply and Install New Laminated Floors should be installed in accordance with manufacturer's recommendations and specifications. Finish: Matt with natural wood grain or similar approved. Skirting: Matching wood finish and colour. Colour: To be selected by client.	M ²	245		
		Special Conditions: <ul style="list-style-type: none"> • Refer all discrepancies to Mogale City Project Manager • A certificate certifying this specification must be supplied on completion of the job. • It is the responsibility of the supplier / tenderer to visit the site and make final field measurements prior commencement of work. • The area to be kept clean all the times 				
		SUB-TOTAL (EXCL VAT)				
		14% VAT				
		TOTAL AMOUNT (INCL VAT)				

.....
SIGNATURE

.....
DATE