



Ref: Maropeng Mokhatla (SCM)
Tel: (011) 951-2541/2014/16

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: SS (SR) 02/2013

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS TO PROVIDE BRANDED SPORTS CLOTHING FOR THE ANNUAL O.R TAMBO INTER-MUNICIPAL GAMES.

Advertising date: Tuesday 11 September 2012

Closing date and time: Wednesday 19 September 2012 @ 11:00

A compulsory briefing session will be held on Friday 14 September 2012 @12:00 at the Krugersdorp Library Auditorium, Cnr Von-Brandis and Market Street.

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.
- **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:**
 - **MBD 4. Declaration of Interest**
 - **MBD 6.1 B-BBEE Status Level of Contribution.**
 - **MDD 6.2 Declaration Certificate for local Content Production and Content for Designated sectors.**
 - **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.

RFQ NUMBER:	SS (SR) 02/2013 For branded sports clothing for annual O.R Tambo inter-municipal games.
ADVERTISING DATE:	Tuesday 11 September 2012
DEPARTMENT	Social Services – Sports and Recreation
DESCRIPTION OF SERVICES	<p>PROJECT SPECIFICATIONS FOR THE 2012 O.R TAMBO INTER-MUNICIPAL GAMES</p> <p>1. BACKGROUND:</p> <p>The OR Tambo games are held on an annual basis for all Municipalities to participate in various sporting codes. It is required that the different Municipalities which take part should be easily recognized, and in the 2012 games the local municipalities in the West Rand will be wearing the same colours of branded clothing.</p> <p>The branded sports clothing will feature the official Logo of Mogale City Local Municipality.</p>

2. MATERIALS

2.2 All materials used in the manufacturing of uniforms and shall be of the best available quality and shall, in all instances, be made in accordance with the applicable standard specifications of the South African Bureau of Standards.

2.3 Relevant SABS Specifications with which materials offered comply, must in all cases be stated.

3. SABS TEST REPORT

Evidence (in the form of a SABS test report) to the effect that the items offered comply with the relevant SABS specifications, must be submitted with the tender. Only test reports not older than 12 months will be accepted.

4. SABS ASSESMENT CERTIFICATE

Should a tenderer not be a SABS permit holder, a SABS assessment certificate not older than 12 months to the effect that his quality management system, manufacturing facilities and quality control comply with the requirements of SABS ISO 9000, must be submitted with the quotation.

5. SAMPLES

Samples of all items of required under this contract will only be requested from the bidders/service providers on the shortlist, and do not have to be submitted with the quotation application.

6. CESSION OR ASSIGNMENT

Neither MCLM nor the tenderer shall cede or assign a contract for the delivery of goods or the rendering of services or any part thereof or any benefit or interest therein or there under to third parties without the written consent of the other.

7. PRICE

Prices quoted must include VAT for supply, delivery and off-loading of sports clothing at the Central Library, Cnr Market and Von Brandis streets, Krugersdorp (between 7:30 and 15:30 on weekdays).

8. LOCAL CONTENT

The Preferential Procurement Regulations, 2011, came into effect on 7 December 2011 made provision for **the dti** to designate sectors in line with the National development and industrial policies for local production.

Regulation 9(1) of the Regulations prescribes that in case of designated sectors, where in the award of the local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods with the stipulated minimum threshold for local production and content will be considered.

The stipulated minimum threshold percentages for local production and content for the textiles, clothing, leather and footwear sector is 100%.

Only locally manufactured textiles, clothing, leather and footwear from local raw material or input will be considered.

If the raw material or input to be used for a specific item is not available locally, bidders should obtain written authorization from **the dti** should there be a need to import such raw material or input. A copy of the authorization letter must be submitted together with the bid document at the closing date and time of the bid.

The following should be submitted as part of the bid documentation at the closing date and time of the bid:

- MBD 6.2 should be completed and duly signed
- Annexure C (Local Content Declaration – Summary Schedule) must be completed and signed by the bidder
- Auditor's Certification – calculations audited

Bids will be disqualified if any of the above-mentioned documents are not Included

Please Note:

- * No points are to be allocated for local content, this is just an evaluation criteria to allow bidders to proceed to the next stage of evaluation
- * If all bids do not meet the required minimum threshold, Mogale City Local Municipality will have to reject the bids and inform **the dti** for further investigation before inviting new bids.
- * The minimum threshold for local content published by the National Treasury cannot be changed.
- * Service providers must not be allowed to sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- * The dti has the right to; as and when necessary, request for auditors certificates confirming the authenticity of the declarations made in respect of local content.

9. SPECIFICATIONS:

9.1 TRACKSUITS

Quantity: 229

- a) Tracksuits to be made out of 100% Polyester (micro-active) fabric
- b) Tracksuit sizes to range from Extra Small (XS) to Extra XXXXX Large (5XL)
- c) Design, Colours and texture (durable and wash and wear)

JACKET:

- a) White top with Mogale City Local Municipality logo (embroidered) on the breast, on the left hand side of the top (the area where the heart is located)
- b) just below the logo, the words "OR Tambo Games" will be embroidered
- c) "West Rand" and "Towards 2016 Vision" (embroidered at the back of the jacket) in two straight lines; that is "West Rand" above and "Towards 2016 Vision" below.
- d) net lining on inside
- e) rubbing on sleeves
- f) rubbing on edges (waist)
- g) 2 side pockets
- h) Full zip on the front of the jacket
- i) Single green piping on the sleeves of the jacket, on the outside of the sleeve from the base of the neck up to the wrist

PANTS:

- a) Bottle Green with a white piping on both sides of the trouser from waist to the ankle
- b) elasticated waistband, with string
- c) 2 side pockets
- d) net lining on inside

9.2 T- SHIRTS

Quantity: 229

- a) T-shirt sizes to range from Extra Small (XS) to Extra XXXXX Large (5XL)
- a) Polyester
- b) Main colour white
- c) Short sleeves, V-neck
- d) Green and gold stripes on the side from the shoulder to the end of the sleeve
- e) Mogale City Local Municipality to appear on the breast, on the left-hand side of the T-shirt.

9.3 CRICKET HATS

Quantity: 13

- a) White cricket hats
- b) The bottom of the hat rim must be green in order to protect eyes from excessive light.
- c) Mogale City Local Municipality logo to be embroidered on the right hand side of the hat

9.4 BOWLING HATS

Quantity: 05

- a) White bowling hats
- b) The bottom of the hat rim must be green in order to protect eyes from excessive light.
- c) Mogale City Local Municipality logo to be embroidered on the right hand side of the hat

9.5 CAPS

Quantity: 211

- a) White Caps
- b) Structured (sic) 6 panel
- c) Heavy brushed cotton
- d) Low profile
- e) Velcro closure
- f) Mogale City Local Municipality logo to be embroidered

10. SPECIAL CONDITIONS

- a) Availability of all sizes:
Sizes to be provided should range from Extra Small (XS) to Extra XXXXX Large (5XL).
- b) Samples will be requested from short listed companies only.
- c) All units must be of the same colour as specified.
- d) All ordered items should be delivered on or before Friday 8 October 2012.

EVAULATION CRITERIA	FUNCTIONALITY SCORING		
	<p>The below mentioned criteria regarding functionality are required for responsiveness. If the minimum of 12 points is not scored for functionality the proposal will be rejected.</p> <p>A bidder that scores less than 12 points in respect of functionality will be disqualified. If any criterion is rated zero points, the tenderer will be rejected, even if the required 12 out of 20 points are achieved.</p>		
	NO.	DESCRIPTION	WEIGHTS
	1.	<ul style="list-style-type: none"> The service providers experienced and track record of similar or relevant works 1-2 years = 3 points 3 -5 years =5 points 6 years plus = 10points 	10
	2.	<p>Resources and facilities available to execute this project, that is:-</p> <ul style="list-style-type: none"> Suitable transport Telephone line Fax line E-mail address Cellular phone number 	10
	TOTAL	20	12
EVALUATION OF QUOTATION	<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>		

	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
OTHER DOCUMENTS REQUIRED:	<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 6.2, MBD 8 and MBD 9 • Copy of latest municipal account • Price schedule (fixed prices including Vat) 	
CLOSING DATE AND TIME	Wednesday 19 September 2012 at 11.00am	
COMPULSORY BRIEFING SESSION	Will be held on Friday 14 September 2012 at 12:00 at the Krugersdorp Library Auditorium , Cnr Von-Brandis and Market Street.	
DELIVERY ADDRESS	At Central Library, corner Von Brandis and Market Street, Krugersdorp	
SUBMISSION OF QUOTES	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp	
ENQUIRIES:	Bertha Bogopane at Tel.: 011 951 2522, Cell.: 083 708 9431	

PRICING SCHEDULE (PRICES MUST BE VAT INCLUSIVE)

ITEM NO.	DESCRIPTION	FABRIC OFFERED	COLOUR	QUANTITIES	SIZES AVAILABLE (ALSO INDICATE PRICE DIFFERENCES FOR VARIOUS SIZES)	DO THE GARMENTS OFFERED COMPLY WITH THE SPECIFICATION? (STATE YES OR NO IF NO, DESCRIBE DEVIATION)	To what SABS standard do the garments offered comply with:	NAME OF MANUFACTURER AND COUNTRY OF MANUFACTURE. IF MANUFACTURED IN THE RSA, THE NAME OF THE PROVINCE MUST ALSO BE STATED	DELIVERY AND OFF-LOADING OFFERED, INCLUSIVE OF ALL COSTS, DELIVERED AT CNR VON BRANDIS AND MARKET STREET, KRUGERSDORP.
	SPORTS CLOTHING IN ACCORDANCE WITH THE SPECIFICATION FURNISHED HERewith AND COMPLYING IN ALL RESPECTS WITH THE REQUIREMENTS OF THE COUNCIL'S SPECIFICATION								QUOTATION PRICES PER UNIT INCLUDING 14%VAT
2.1	<p>TRACKSUITS</p> <p>Tracksuits to be made out of Tracksuit sizes. Design, Colours and texture (durable and wash and wear)</p> <ul style="list-style-type: none"> JACKET: White top with Mogale City Local Municipality logo (embroidered) on the breast, on the left hand side of the top (the area where the heart is located) just below the logo, the words "OR Tambo Games" will be embroidered "West Rand" and "Towards 2016 Vision" (embroidered at the back of the jacket) in two straight lines; that is "West Rand" above and "Towards 2016 Vision" below. net lining on inside rubbing on sleeves rubbing on edges (waist) 2 side pockets Full zip on the front of the jacket Single green piping on the sleeves of the jacket, on the outside of the sleeve from the base of the neck up to the wrist PANTS: Bottle Green with a white piping on both sides of the trouser from waist to the ankle elasticated waistband, with string 2 side pockets net lining on inside 	100% Polyester (micro-active) fabric	White top	229	Extra Small (XS) to Extra XXXXX Large (5XL)				<p>XS - L =</p> <p>XL =</p> <p>XXL =</p> <p>XXXL =</p> <p>XXXXL =</p> <p>XXXXXL =</p> <p>XS - L =</p> <p>XL =</p> <p>XXL =</p> <p>XXXL =</p> <p>XXXXL =</p> <p>XXXXXL =</p> <p style="text-align: right;">10</p>

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	SPORTS CLOTHING IN ACCORDANCE WITH THE SPECIFICATION FURNISHED HERewith AND COMPLYING IN ALL RESPECTS WITH THE REQUIREMENTS OF THE COUNCIL'S SPECIFICATION								QUOTATION PRICES PER UNIT INCLUDING 14%VAT
2.2	<p>T- SHIRTS</p> <p>T-shirt sizes to range in Polyester Main colour white Short sleeves, V-neck Green and gold stripes on the side from the shoulder to the end of the sleeve Mogale City Local Municipality to appear on the breast, on the left-hand side of the T-shirt.</p>	Polyester	White with green and gold stripe	229	Extra Small (XS) to Extra XXXXX Large (5XL)				<p>XS – L =</p> <p>XL =</p> <p>XXL =</p> <p>XXXL =</p> <p>XXXXL =</p> <p>XXXXXL =</p>
2.3	<p>CRICKET HATS</p> <p>White cricket hats The bottom of the hat rim must be green in order to protect eyes from excessive light. Mogale City Local Municipality logo to be embroidered on the right hand side of the hat.</p>	White	White with green rim	13					<p>PER UNIT R.....</p> <p>TOTAL OF 13 HATS</p> <p>R.....</p>

SS (SR) 02/2013

ITEM NO.	DESCRIPTION	FABRIC OFFERED	COLOUR	QUANTITIES	SIZES AVAILABLE (ALSO INDICATE PRICE DIFFERENCES FOR VARIOUS SIZES)	DO THE GARMENTS OFFERED COMPLY WITH THE SPECIFICATION? (STATE YES OR NO IF NO, DESCRIBE DEVIATION)	To what SABS standard do the garments offered comply with	NAME OF MANUFACTURER AND COUNTRY OF MANUFACTURE. IF MANUFACTURED IN THE RSA, THE NAME OF THE PROVINCE MUST ALSO BE STATED	DELIVERY AND OFF-LOADING OFFERED, INCLUSIVE OF ALL COSTS, DELIVERED AT CNR VON BRANDIS AND MARKET STREET, KRUGERSDORP.
	SPORTS CLOTHING IN ACCORDANCE WITH THE SPECIFICATION FURNISHED HERewith AND COMPLYING IN ALL RESPECTS WITH THE REQUIREMENTS OF THE COUNCIL'S SPECIFICATION								QUOTATION PRICES PER UNIT INCLUDING 14%VAT
2.3	<p>BOWLING HATS</p> <p>White bowling hats The bottom of the hat rim must be green in order to protect eyes from excessive light. Mogale City Local Municipality logo to be embroidered on the right hand side of the hat</p>	Cotton	White with green rim	05					<p>PER UNIT R.....</p> <p>TOTAL OF 05 HATS R.....</p>
2.4	<p>CAPS</p> <p>Structured (sic) 6 panel Heavy brushed cotton Low profile Velcro closure Mogale City Local Municipality logo to be embroidered</p>	Heavy brushed cotton		211					<p>PER UNIT R.....</p> <p>TOTAL OF 211 CAPS R.....</p>

SS (SR) 02/2013

The delivery period after receipt of official order will bedays

Delivery address: At Central Library, corner Von Brandis and Market Street, Central Library, Krugersdorp

Office hours: 7:30 to 15:30 weekdays

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 sixty (60) days.

NAME OF THE BIDDER:

CONTACT PERSON:

TEL/ CELL NO:

FAX NO:

SIGNATURE OF BIDDER

DATE

