



Ref: Maropeng Mokhatla (SCM)

Tel: (011) 951-2541/2014/16

maropengm@mogalecity.gov.za

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 (BM) 19/2012

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDER/S FOR THE REPAIRS AND SERVICE OF ROLLUP INDUSTRIAL DOORS AT VARIOUS LOCATIONS IN MOGALE CITY LOCAL MUNICIPALITY ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THREE (3) YEARS.

Advertising date: Friday 09 December 2011

Closing date and time: Tuesday 20 December 2011 at 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, 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)
- **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.**

**MOGALE CITY LOCAL MUNICIPALITY
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- 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.**

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:	RFQ – I(BM) 19/2012 For the repair and service of the rollup industrial doors at various locations in Mogale City Local Municipality on an as and when required basis for a period of three (3) years	
ADVERTISING DATE	Friday 09 December 2011	
DEPARTMENT	Department and Section: Infrastructure – Building Maintenance	
DESCRIPTION OF SERVICES/ GOODS	PROJECT SPECIFICATIONS	
		SCOPE OF WORK TO BE DONE
	1) The Town Hall: Vote number MBL 13594-M-C8 <ul style="list-style-type: none"> • 1 Rollup door Electrical section • 1 Large rollup door 107 • 1 Large rollup door on west side • 2 Garage doors small mayor garage • 2 Large rollup door Finance • 4 Small industrial doors Kiosk 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox
2) Centenary Hall Vote number MBL13595-M-C8 <ul style="list-style-type: none"> • 1 Large Rollup door • 4 Small industrial doors Kiosk 	<ul style="list-style-type: none"> • Repairs • Service doors • Service motor and gearbox 	

		<p>3) Stores Department Chamdor yard: Vote number MBL 136633- M –C8</p> <ul style="list-style-type: none"> • 4 Large Rollup doors • 3 Small rollup doors 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		<ul style="list-style-type: none"> • Tyre Store at Mechanical section MBL136633-M-C8 • 2 Small rollup doors 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		<p>4) Mechanical Workshop Chamdor Yard Vote Number MBL 13633-M – C8</p> <ul style="list-style-type: none"> • 3 Large roll up doors 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		<p>5) Garage Chamdor Yard Vote Number MBL 13633-M-C8</p> <ul style="list-style-type: none"> • 8 Large Industrial rollup doors 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		<p>6) Roads Section: Vote Number MBL 13633-M-C8</p> <ul style="list-style-type: none"> • 1 Large Rollup door 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		<p>7) Electrical Section Vote Number MBL 13633-M-C8</p>	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors 	

		<ul style="list-style-type: none"> • 2 Large Rollup doors 	<ul style="list-style-type: none"> • Service motor and gearbox • 1 Small Rollup garage doors 	
		<p>8) Water Section Vote Number MBL 13633-M-C8</p> <ul style="list-style-type: none"> • 1 Small Rollup garage door 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		<p>9) Waste Section Vote Number MBL 13633-M-C8</p> <ul style="list-style-type: none"> • 2 Small Rollup garage door 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		<p>10) Savage Section Vote Number MBL 13633-M-C8</p> <ul style="list-style-type: none"> • 1 Small Rollup garage door 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		<p>11) License Department Delporten Vote Number MBL 13544-M-C8</p> <ul style="list-style-type: none"> • 12 Large Rollup doors 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		<p>12) Public Safety Vote number MBL 13731-M-C8</p> <ul style="list-style-type: none"> • 2 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		<p>13) Central Clinic Municipal workers MBL 13519-M-C8</p> <ul style="list-style-type: none"> • 3 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		<p>14) Public Facilities Auction MBL13666-M-C8</p> <ul style="list-style-type: none"> • 2 Small Industrial Rollup doors 	<ul style="list-style-type: none"> • Repairs • Service doors 	

		15) Azaadville Cemetery MBL13748-M-C8 <ul style="list-style-type: none"> • 2 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors
		16) Azaadville Store MBL13507-M-C8 <ul style="list-style-type: none"> • 2 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors
		17) Kagiso Hall MBL13577-M-C8 <ul style="list-style-type: none"> • 1 Small Industrial door 	<ul style="list-style-type: none"> • Repairs • Service doors
		18) Kagiso offices MBL 13577-M-C8 <ul style="list-style-type: none"> • 3 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors
		19) Community Centre Burgershoop MBL 13512 – M – C8 <ul style="list-style-type: none"> • 1 Small Industrial rollup door 	<ul style="list-style-type: none"> • Repairs • Service doors
		20) Parks Section MBL13649-M-C8 7 Small Rollup garage doors	<ul style="list-style-type: none"> • Repairs • Service doors
		2 Country Club <ul style="list-style-type: none"> • 1 Small Rollup garage door 	<ul style="list-style-type: none"> • Repairs • Service doors
		21) Khosa Club MBL 13587 – M – C8 <ul style="list-style-type: none"> • 4 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors

		22) Magalies Sport MBL 13621 – M – C8 <ul style="list-style-type: none"> • 1 Small Industrial Rollup door 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		23) Ubuntu Library MBL 13619 – M – C8 <ul style="list-style-type: none"> • 3 Small Rollup garage doors 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		24) Flip Human water care works MBL 13548 – M – C8 <ul style="list-style-type: none"> • 3 Small industrial rollup doors 	<ul style="list-style-type: none"> • Repairs • Service doors 	
		25) Magalies water care works MBL 13658 - M – C8 <ul style="list-style-type: none"> • 1 Large Industrial door 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	
		26) Market building Civic Centre MBL 13624 - M –C8 <ul style="list-style-type: none"> • 24 Large Industrial door 	<ul style="list-style-type: none"> • Repairs • Automate doors • Service doors • Service motor and gearbox 	

EVALUATION CRITERIA	FUNCTIONALITY SCORING <p>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.</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>
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	<table border="1"> <thead> <tr> <th data-bbox="311 347 837 398">Criteria</th> <th data-bbox="837 347 1082 398">Weight</th> <th data-bbox="1082 347 1342 398">Minimum score</th> </tr> </thead> <tbody> <tr> <td data-bbox="311 398 837 633"> <ul style="list-style-type: none"> The service provider must provide proof of previous experience for the repair, test and certification of truck mounted crane and related safety surfacing as well as references </td> <td data-bbox="837 398 1082 633">10</td> <td data-bbox="1082 398 1342 633"></td> </tr> <tr> <td data-bbox="311 633 837 734"> <ul style="list-style-type: none"> Available resources and equipment to execute this project </td> <td data-bbox="837 633 1082 734">10</td> <td data-bbox="1082 633 1342 734"></td> </tr> <tr> <td data-bbox="311 734 837 801"></td> <td data-bbox="837 734 1082 801">20</td> <td data-bbox="1082 734 1342 801">12</td> </tr> </tbody> </table>	Criteria	Weight	Minimum score	<ul style="list-style-type: none"> The service provider must provide proof of previous experience for the repair, test and certification of truck mounted crane and related safety surfacing as well as references 	10		<ul style="list-style-type: none"> Available resources and equipment to execute this project 	10			20	12								
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<p>EVALUATION OF QUOTATION</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 Broad Based Black Economic Empowerment (BBBEE) for attaining the BBBEE status level of contribution in accordance with the table below:</p> <table border="1"> <thead> <tr> <th data-bbox="486 1064 874 1126">BBBEE Status level of contributor</th> <th data-bbox="874 1064 1217 1126">Number of points(80/20 system)</th> </tr> </thead> <tbody> <tr><td data-bbox="486 1126 874 1160">1</td><td data-bbox="874 1126 1217 1160">20</td></tr> <tr><td data-bbox="486 1160 874 1193">2</td><td data-bbox="874 1160 1217 1193">18</td></tr> <tr><td data-bbox="486 1193 874 1227">3</td><td data-bbox="874 1193 1217 1227">16</td></tr> <tr><td data-bbox="486 1227 874 1261">4</td><td data-bbox="874 1227 1217 1261">12</td></tr> <tr><td data-bbox="486 1261 874 1294">5</td><td data-bbox="874 1261 1217 1294">8</td></tr> <tr><td data-bbox="486 1294 874 1328">6</td><td data-bbox="874 1294 1217 1328">6</td></tr> <tr><td data-bbox="486 1328 874 1361">7</td><td data-bbox="874 1328 1217 1361">4</td></tr> <tr><td data-bbox="486 1361 874 1395">8</td><td data-bbox="874 1361 1217 1395">2</td></tr> <tr> <td data-bbox="486 1395 874 1417">Non –complaint contributor</td> <td data-bbox="874 1395 1217 1417">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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7	4																				
8	2																				
Non –complaint contributor	0																				
<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 6.3, MBD 6.11 ,MBD 8 and MBD 9 Copy of latest municipal account Price schedule (fixed prices including Vat) 																				

**PRICING
SCHEDULE**

DESCRIPTION OF SPARE PARTS TO BE USED

NO	DESCRIPTION OF PARTS	QTY	PRICE OF SPARES Year 1	PRICE OF SPARES Year 2	PRICE OF SPARES Year 3
	<u>ROLL UP DOOR</u>				
1	Door sections	p/panel			
2	Roller up Drums	1			
3	Door Roller Shaft 25 mm	1			
4	Door Roller Shaft 35 mm	1			
5	Door Rollup tension Springs	2			
6	Door Shaft lock nuts	2			
7	Door back plates	2			
8	Door guides slides	2			
9	Flange Bearing	2			
10	Cover Canopy	1			
	<u>CHAIN OPERATED DOORS</u>				
1	Main shaft Sprocket	1			
2	Distribution Shaft	1			
3	Distribution Sprocket	1			
4	Driven Shaft	1			
5	Driven Sprocket	1			
6	Chain Sprocket	1			
7	Chain guide plate	1			
8	Winding Chain	1			
	<u>GEARBOX MANUAL OPERATED</u>				
1	Bevel gear door large	1			
2	Bevel gear small Shaft	1			
3	Winding Shaft	1			
4	Universal joint shaft to gearbox	2			
5	Winding gearbox	1			
6	Gearbox Handle	1			
7	Gearbox Post	1			
8	Crank pin	1			
9	Lock pin	1			

		<u>AUTOMATED DOORS</u>				
	1	Electric motor	1			
	2	Close couple gearbox	1			
	3	Electric panel box	1			
	4	Circuit Breaker	2			
	5	Switch up/down	1			
	6	Cable	p/m			
	7	Receiver	1			
	8	Remote	1			
	9	Tag	1			
	10	Service of door	1			
	11	Hook Ram	4			
		SMALL GARAGE DOOR SERVICE AND REPAIRS				
	1	Sliding guides	2			
	2	Shaft	1			
	3	Roller drum	3			
	4	Lock pins	2			
	5	Winding Springs	2			
	6	Complete door panel	1			
	7	Door Lock pins	2			
	8	Door locks	1			
	9	Cover Canopy	1			
		Labour				
		Sub Total				
		14% VAT				
		Total Vat I Incl				
COMPLETION PERIOD	Completion period after date of official orderday/s					
TOTAL	Total amount shall not exceed an amount of R 200 000.00 for a period of three years					
CLOSING DATE AND TIME	Tuesday 20 December at 11h00					
SUBMISSION OF QUOTES	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp					

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

.....

DATE

