



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

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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 (MHS) 04/2012  
QUOTATIONS ARE INVITED FROM SERVICE PROVIDERS FOR THE COMPILATION OF AN AIR  
MANAGEMENT PLAN FOR TARGETED INDUSTRIAL AREAS IN MOGALE CITY.**

**Advertising date: Tuesday 30 August 2011**

**Closing date and time: Friday 9 September 2011 at 11:00**

**Compulsory Briefing Session** will be held on **Monday 5 September 2011 at September 10:00** at the Coronation Park, Cnr Paardekraal & Coronation Road, 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

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**The following conditions will apply:**

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- 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 – IEM (MHS) 04/2012 For compilation of an Integrated Air Quality Management Plan	
<b>ADVERTISING DATE</b>	Tuesday 30 August 2011	
<b>DEPARTMENT</b>	Department and Section: Integrated Environmental Management – Municipal Health Services	
<b>DESCRIPTION OF SERVICES/ GOODS</b>	<b>DELIVERABLE</b>	<b>EXPECTED OUTPUT</b>
	<b>Current situation analysis/status quo</b>	<p><b>Comprehensive general background information:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Baseline information of air pollution point sources, likely concentration areas of certain pollutants and their locations within the municipality. This should include listing of the existing emitters: point, non-point and mobile sources.</li> <li><input type="checkbox"/> Meteorology of the area and its influence on air quality.</li> <li><input type="checkbox"/> Pollutants of concern and priority air quality issues (map them if possible).</li> </ul>
	<b>Implementation plan</b>	<p>The implementation plan gives effect to air quality management in Mogale City are and must include, but not limited to, the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Air Quality Management framework including organizational and functional structures to be established within the municipality</li> <li><input type="checkbox"/> Suitable Air Quality Management tools and integrated Air quality management and Information Systems.</li> <li><input type="checkbox"/> Identify training requirements and by-law development</li> <li><input type="checkbox"/> Identify priority air quality issues whilst also prioritising areas for intervention.</li> <li><input type="checkbox"/> In terms of AEL process develop a (dummy/simple) guide for the licensing authority of executing the licensing function as well as tariff structure.</li> </ul>

	<p><b>Air Quality Management Plan development</b></p>	<p>Considering all the above and the contents of Air Quality Management Plan as per the DEA’s guide, in line with the requirements of the NEMA: Air Quality Act 2004, a comprehensive AQMP must be developed.</p> <p>The Air Quality Management Plan must be comprehensive and shall clearly draw a road map to well managed/improved air quality within the municipality. It shall follow, while also including all the other factors stipulated in this document</p> <p>The content of the AQMP should include, but not limited to, the following:</p> <ul style="list-style-type: none"> <li>• A vision,</li> <li>• A mission statement,</li> <li>• Proposed AQM goals, priorities and objectives with appropriate timeframes,</li> <li>• A proposed management system which included air quality monitoring, modelling, emission inventories, quality control, licensing, industrial monitoring and compliance enforcement.</li> <li>• Emission Reduction measures.</li> <li>• Capacity building requirements for government resources to undertake the mandate</li> <li>• Reporting regimes</li> <li>• Proposed appropriate legislation, policies and strategies.</li> <li>• Recommendations on addressing any identified gaps.</li> <li>• Provide skills, knowledge and mentoring to key stakeholders to be able to implement the proposed plan.</li> </ul>	
	<p><b>Duration of project</b></p>	<p>Six (6) months</p>	
	<p><b>Public participation</b></p>	<p>The appointed service provider must also ensure public Participation in the process of air quality management in the Municipality. Proof of such must be submitted.</p>	
	<p><b>Reporting</b></p>	<p>The service provider shall be required to report to the project team as well as other internal structures of the municipality as occasionally determined and directed by the project manager.</p>	
<p><b>EVALUATION CRITERIA</b></p>	<p><b>FUNCTIONALITY SCORING</b></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 specific goals and / or for achieving the prescribed reconstruction and Development Programme (RDP) goals.</p> <p>The RFQ will be evaluated on the basis of the 80/20 point system as stipulated in the Preferential Procurement Policy Framework Act.</p> <ul style="list-style-type: none"> <li>• 80 points price</li> </ul>		

Criteria	Weight	Minimum score
<ul style="list-style-type: none"> <li>• Proven Environmental Sciences background and experience with strength and speciality in air quality management. Curriculum Vitae (CVs) of each member in the team, detailing their qualifications and experience relevant to this project</li> </ul>	5	
<ul style="list-style-type: none"> <li>• Make provision in the proposal for a separate budget that will cater for the Environmental Management/Science student attaché or unemployed graduate that will work in the project for capacity building purposes for the duration of the project.</li> </ul>	5	
<ul style="list-style-type: none"> <li>• Other important (proven) abilities of the consultancy team will include: <ul style="list-style-type: none"> <li>□ Planning Skills <ul style="list-style-type: none"> <li>❖ Facilitation skills</li> <li>❖ Project management skills</li> </ul> </li> <li>□ Resource Economics <ul style="list-style-type: none"> <li>❖ Reporting writing and presentation skills</li> </ul> </li> <li>□ Good administrative support <ul style="list-style-type: none"> <li>❖ Knowledge of the environmental law and other related legislation with particular emphasis on the National Environmental Management Act: Air Quality Act.</li> <li>❖ Research skills</li> <li>❖ Public engagement</li> <li>❖ Contactable references</li> </ul> </li> </ul> </li> </ul>	5	
	15	10

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.

	<p>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 15 points are achieved.</p> <p>The RFQ will be evaluated on the basis of the 80/20 point system as stipulated in the Preferential Procurement Policy Framework Act.</p> <p>80 points for Price</p> <ul style="list-style-type: none"> <li>• 20 Preference points: <ul style="list-style-type: none"> <li>○ HDI (Historically Disadvantaged) (MBD 6.1) 6 points</li> <li>○ Female Equity (MBD 6.1) 2 points</li> <li>○ Disabled ownership (MBD 6.1) 1 point</li> <li>○ Promotion of SMME's (MBD 6.3) 3 points</li> <li>○ Mogale Based companies (MBD 6.11) 8 points</li> </ul> </li> </ul>
<p><b>OTHER DOCUMENTS REQUIRED</b></p>	<ul style="list-style-type: none"> <li>• Original, valid tax clearance certificate</li> <li>• Company registration documents</li> <li>• Each proposed member (including the student/graduate) must submit a signed declaration that indicates his or her involvement in the project that may be affected by the scope of the work for this project.</li> <li>• Specialist are to indicate their professional affiliation(s) if applicable.</li> <li>• Copies of ID's of shareholders</li> <li>• Completed MBD 4, MBD 6.1, MBD 6.3, MBD 6.11 ,MBD 8 and MBD 9</li> <li>• Copy of latest municipal account</li> <li>• Price schedule (fixed prices including Vat)</li> </ul> <p><b>NB</b> Team members stipulated in the proposal shall remain in the project for its duration and the lead consultant will be required to give the Project Management Team notice should any of the members pull out of the project for reasons beyond anyone's control (like resignation, death, and the like) and proof of such must be provided, which will be accepted at the discretion of the PMT.</p>
<p><b>COMPULSORY BRIEFING SESSION</b></p>	<p>Compulsory Briefing Session will be held on Monday 5 September 2011 at 10:00 at the Coronation Park, Cnr Paardekraal &amp; Coronation Road, Krugersdorp.</p>
<p><b>COMPLETION PERIOD</b></p>	<p>Completion period after date of official order .....weeks /month/s</p>
<p><b>CLOSING DATE AND TIME</b></p>	<p>Friday 9 September 2011 at 11h00</p>
<p><b>SUBMISSION OF QUOTES</b></p>	<p>Tender box 1  Reception Desk of SCM Unit  Upper Level West Wing  Civic Centre  Krugersdorp</p>

**ENQUIRIES:**

Marina Grobler: at 011 951 2124 /084 832 2223 – Municipal Health Services.

**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

