



Tel: (011) 951-2541

Ref: Maropeng Mokhatla (SCM)

(011) 951-2431

Penny Khuzwayo-Smith (Internal Audit)

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

(Over R30 000.00 up to a transaction value of R200 000.00 VAT included)

Kindly furnish Mogale City Local Municipality with a written quotation for the supply of the following services: **Q – MM 01/2009**

QUOTATIONS ARE HEREBY INVITED FROM SUITABLE, EXPERIENCED, COMPETENT AND QUALIFIED AUDIT FIRM/S TO PERFORM INTERNAL AUDIT ASSIGNMENT ON PROCUREMENT SERVICES.

Closing date and time: **TUESDAY 17 JUNE 2008, @ 12:00**

The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand not later than the date and time as indicated on the attached schedule to:

**Mogale City Local Municipality
Civic Centre
Corner Market & Commissioner Streets, Krugersdorp
Upper Level West Wing – Reception Desk Electricity Sub-Directorate
Tender Box 1
Fax number: 0866548618**

The following conditions will apply:

- Quotation documents available from website www.mogalecity.gov.za or from the Supply Chain Management Section (Tumi Ramatsie), at (011 951-2511) Finance Dept, Civic Centre, Krugersdorp.
- 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 **enclosed forms:**
 - **MBD 2: Tax clearance certificate;**
 - **MBD 4: Declaration of interest;**
 - **MBD 6.1: HDI preference points (10);**
 - **MBD 6.3: Preference points for SMME's (5) &**
 - **MBD 6.11: Preference points to Mogale based companies (5)**

Must be scrutinized, completed and submitted together with your quotation.

IF THE MBD FORMS ARE NOT COMPLETED AND SUBMITTED WITH THE QUOTATION, THE TENDERER WILL FORFEIT THE 20 POINTS ALLOCATED IN TERMS OF THESE SPECIFIC GOALS

- The successful provider will be the one scoring the highest points.

NB: No quotations will be considered from persons in the service of the stateⁱ

Failure to comply with these conditions may invalidate your offer.

The person to be contacted for further information is Penny Khuzwayo-Smith at the of the Internal Audit Office at (011) 951-2431.

The request for quotations is to be advertised from **the 06 June 2008 to 17th June 2008 and the closing date to be 17th June 2008 at 12H00.**

Yours faithfully

SPECIALIST: PROCUREMENT

Q-MM 01/2009: FOR THE APPOINTMENT OF A SUITABLE, EXPERIENCED, COMPETENT AND QUALIFIED AUDIT FIRM/S TO PERFORM INTERNAL AUDIT ASSIGNMENT ON PROCUREMENT SERVICES.

1. BACKGROUND

Mogale City Local Municipality invites suitable qualified service providers in the field of procurement auditing to submit quotations to assist the Municipality in evaluating the effectiveness of risk management, internal control, governance processes relating to supply chain management processes .The scope of the work will entail:

- Executing an effective procurement audit in line with the supply chain guidelines provided by National Treasury.
- Performing the audit in accordance with the standards for the professional practice of internal auditing as issued by The Institute of Internal Auditors.
- Reviewing the root courses of the deficiency, identifying weaknesses in the internal controls and recommending corrective action.

2. TECHNICAL EVALUATION CRITERIA

Values: 1 = Poor, 2 = Fair, 3 = Good, 4 = Very Good , 5 = excellent

	CRITERIA	WEIGHTS
1	<ul style="list-style-type: none"> Expertise, Competency Experience and Qualifications of individual team members in relation to the requirements set out within the terms of reference's for the team to be attached. The potential service provider's track record of similar or relevant work(CV of members attached). 	20
2	<ul style="list-style-type: none"> Project methodology and the potential service provider's understanding of the work to be done i.e. Terms of reference The detailed project implementation plan, including time frames for deliverables Understanding of the mandate and functioning of the Municipality, the public service in general 	15
3	<ul style="list-style-type: none"> Skills transfer to MCLM 	05
	TOTAL SCORE	40

TOTAL AMOUNT OF SERVICE AS PER ABOVE TERMS OF REFERENCE

(INCLUDING VAT)

