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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/services listed hereunder:

RFQ: I(FM) 06/2010:
REQUEST FOR QUOTATIONS ARE HEREBY INVITED FROM GENERAL BUILDING CONTRACTORS WITH A CIDB GRADING OF 1 GB OR HIGHER FOR THE INSTALLATION OF DRYWALL PARTITIONS AT HUMAN CAPITAL OFFICES, CIVIC CENTRE.

Advertising date: Friday 4 September 2009

Closing date and time: Monday 14 September 2009 @ 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 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**
- 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 and/or 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:	I(FM) 06/2010				
ADVERTISING DATE:	4 September 2009				
DEPARTMENT:	Infrastructure – Facilities and Maintenance				
DATE AND TIME OF SITE INSPECTION	09 September 2009 at 11h00 Bidders to meet on the 2nd Floor , President Building				
DESCRIPTION OF GOODS/SERVICES	BILLS OF QUANTITIES				
	No	DESCRIPTION	UNIT	QUANT ITY	RATE (Incl. VAT)
	1.	Demolish section of drywall partitions in consulting rooms of 2730mm high.	m	3.2	
	2	Remove wooden supporting beams by unscrewing them from partition and dumping them to a suitable dumping area.	No	2	
	3	Remove cupboards and deliver them to stores approximately 2km from site. Make good all walls and match existing in all respects: Sizes: <ul style="list-style-type: none"> • 6000x600x 1000m high cupboard • 11 steel cabinets of 400x400x 1200mm high • Remove pigeon and close with partitions. (measured separately elsewhere) • Remove security door and close with partitions. (Measured separately elsewhere). 	Item		

	4	Supply all labour and build new drywall partition of 1.80m high. The drywall partitions to be 85mm wide and be correctly fitted to both sides of steel rails using approved screws/studs and as per the manufactures specifications. The partitions to be closed on top using drywalls and aluminium corner strips at the edges of partitions. (See attached drawing for layout of partitions). The partitions and framework must be adequately supported and attached to the floors taking into consideration that they will not be attached to the ceiling.	m	45.48		
	5.	Supply all labour and build new drywall partitions of 2.70m high (floor to ceiling height). The drywall partitions to be correctly fitted to both sides of steel rails using approved screws and as per the manufactures specifications. (See attached drawing for layout of partitions).	m	6.96		
	6.	Install wooden skirting to partitions of 85x 20mm to match existing in all respects.	m	85		
	7.	Apply one (1) coat universal undercoat and two (2) coats Acrylic PVA paint to skirtings in colour to match existing in all respects.	m	85		
	8.	Supply and fit new aluminium door frames to openings in drywall partitions.	No	2		
	9.	Hang standard size semi solid doors to door frames. Including one door in the kitchen area	No	2		
	10.	Fit 3- Lever mortice locks to doors.	No	2		
	11.	Prepare drywall partitions to receive paint by sanding down and applying jointing scrim to all joints as per manufacturer's instruction. Leave surfaces smooth and then apply one coat universal undercoat and two (2) coats Acrylic PVA in colour to be decided on site.	m ²	174.32		

	12.	Prepare doors to receive paint by sanding down and removing all dust and loose particles and then apply one coat universal undercoat and two (2) coat eggshell paint.	m ²	6.93	
	13	Transportation	item		
	14.	On completion leave site clean and tidy.	item		
	15.	<u>Notes to the contractor:</u> <ul style="list-style-type: none"> • To confirm the measurements on site before pricing the document. • To include transportation (if not priced separately) and any other related costs when pricing the document. • No shoddy or unsatisfactory workmanship will be accepted by the municipality. • No variations to the specifications will be entered into between the municipality and the contractor. 			
	TOTAL				
EVALUATION CRITERIA:	<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"> • 70 points price • 10 points functionality <ul style="list-style-type: none"> ○ Infrastructure, plant and equipment available to successfully execute this contract (3 points); ○ Previous experience in this field as well as references (3 points). ○ Delivery period/lead time (4 point) <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 5 points in respect of functionality will be disqualified.</p> <ul style="list-style-type: none"> • 20 Preference points: <ul style="list-style-type: none"> ○ HDI (Historically Disadvantaged) (MBD 6.1) 6 points ○ Female Equity (MBD 6.1) 2 points ○ Disabled ownership (MBD 6.1) 1 point ○ Promotion of SMME's (MBD 6.3) 3 points ○ Mogale Based companies (MBD 6.11) 8 points 				

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 6.3, MBD 6.11 and MBD 8 • Copy of latest municipal account • CIDB registration documents • Price schedule (fixed prices including Vat)
CLOSING DATE AND TIME:	14 September 2009 at 11h00
SUBMISSION OF QUOTES	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
ENQUIRIES:	Patridge Chuene , Cell 083-566-3857 or e-mail patridgec@mogalecity.gov.za

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.

SIGNATURE OF BIDDER

CAPACITY OF BIDDER

