

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: EM (SP) 01/2017

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDER/S FOR THE SUPPLY AND DELIVERY OF LOCAL GOVERNMENT LIBRARY SETS FOR COUNCILLORS.

Advertising date: Wednesday 28 September 2016

Closing date and time: Friday 7 October 2016 at 14:00

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.
- **According to the amended Codes of Good Practice, an Exempted Micro Enterprise (EME) and Qualifying Small Enterprise (QSE) are only required to obtain a sworn affidavit or a certificate issued by Companies Intellectual Property Commission (CIPC) confirming their annual turnover of R10 million or less for EME and not in excess of R50 million for the QSEs and level of Black ownership to claim BEE points**
- **All suppliers of goods & services are urged to register in the National Treasury web based Central Suppliers Database with Effect from 1 July 2016 @ www.csd.gov.za**
- 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 (BBEE) for attaining the BBEE status level of contribution in accordance with the table below:**
 - **MBD 4. Declaration of Interest.**
 - **MBD 6.1 Preference Points in terms of the Preferential Procurement Regulations**
 - **MBD 8: Declaration of bidders past supply chain management practices.**
 - **MBD 9: Certificate of independent bid determination.**
 - **Sworn Affidavit: B-BBEE-EME/QSE.**
 - 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 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: EM (SP) 01/2017 For the supply and delivery of local government library sets for councillors at Mogale City Local Municipality.
ADVERTISING DATE:	Wednesday 28 September 2016
DEPARTMENT:	Political Support Services: Office of the Speaker
DESCRIPTION OF GOODS	<p style="text-align: center;">PROJECT SPECIFICATIONS</p> <p>Quotations are hereby invited from service providers for the supply and delivery of a Comprehensive Local Government Library set which consists of the following but not limited to:-</p> <ul style="list-style-type: none"> • Disaster Management Act 57 of 2002 & Regulations • Division of Revenue Act 1 of 2015 • Constitution of the Republic of South Africa, 1996 • Intergovernmental Fiscal Relations Act 97 of 1997; Intergovernmental Relations Framework Act 13 of 2005 & Related Material • Local Government: Municipal Electoral Act 27 of 2000; Electoral Act 73 of 1998, Electoral Commission Act 51 of 1996 & Regulations • Local Government: Municipal Finance Act 56 of 2003 & Regulations • Local Government Municipal Property Rates Act 6 of 2004; Municipal Fiscal Powers and Functions Act 12 of 2007 & Regulations • Local Government: Municipal Structures Act 117 of 1998; Preferential Procurement Policy Framework Act 5 of 2000; Demarcation Act 27 of 1998 & Regulations • Local Government : Municipal Systems Act 32 of 2000 & Regulations • Traditional Leadership and Governance Framework Act 41 of 2003 & Regulations • White Paper on Local Government

POINT SCORING	<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"> • 80 points for Price • 20 points for BBBEE level of contribution <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> <table border="1" data-bbox="597 516 1338 932"> <thead> <tr> <th>BBBEE Status level of contributor</th> <th>Number of points(80/20 system)</th> </tr> </thead> <tbody> <tr><td>1</td><td>20</td></tr> <tr><td>2</td><td>18</td></tr> <tr><td>3</td><td>16</td></tr> <tr><td>4</td><td>12</td></tr> <tr><td>5</td><td>8</td></tr> <tr><td>6</td><td>6</td></tr> <tr><td>7</td><td>4</td></tr> <tr><td>8</td><td>2</td></tr> <tr><td>Non – compliant contributor</td><td>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 – compliant contributor	0
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1	20																				
2	18																				
3	16																				
4	12																				
5	8																				
6	6																				
7	4																				
8	2																				
Non – compliant 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 8, and MBD 9 • Copy of latest municipal account • Schedule (fixed prices including Vat) 																				
CLOSING DATE AND TIME:	Friday 7 October 2016 at 14:00																				
DELIVERY PERIOD	Delivery period after the date of official orderdays.																				
DELIVERY ADDRESS	Cnr. Commissioner & Market street, Civic Centre, Krugersdorp																				
SUBMISSION OF QUOTES	Tender box Reception desk of SCM Unit Civic Centre Krugersdorp																				
ENQUIRIES	Ratanang Semomo / Thabo Rabapane at (011) 668 0514/1515 ratanang.semomo@mogalecity.gov.za																				



PRICING SCHEDULE

Name of Bidder:		Closing Date: Friday 7 October 2016		
Quotation N0: EM (SP) 01/2017		Closing Time: 14:00		
	DESCRIPTION	QUANTITIES	AMOUNT PER SET (VAT. Incl)	TOTAL AMOUNT (VAT Incl.)
1	<ul style="list-style-type: none"> • Disaster Management Act 57 of 2002 & Regulations • Division of Revenue Act 1 of 2015 • Constitution of the Republic of South Africa, 1996 • Intergovernmental Fiscal Relations Act 97 of 1997; Intergovernmental Relations Framework Act 13 of 2005 & Related Material • Local Government: Municipal Electoral Act 27 of 2000; Electoral Act 73 of 1998, Electoral Commission Act 51 of 1996 & Regulations • Local Government: Municipal Finance Act 56 of 2003 & Regulations • Local Government Municipal Property Rates Act 6 of 2004; Municipal Fiscal Powers and Functions Act 12 of 2007 & Regulations • Local Government: Municipal Structures Act 117 of 1998; Preferential Procurement Policy Framework Act 5 of 2000; Demarcation Act 27 of 1998 & Regulations • Local Government : Municipal Systems Act 32 of 2000 & Regulations • Traditional Leadership and Governance Framework Act 41 of 2003 & Regulations • White Paper on Local Government 	85	1x set R_____	85 x sets R_____

SIGNATURE

DATE

Conditions:

- All prices quoted must be **inclusive of VAT**.
- **Price(s) quoted must be valid for at least** sixty (60) days **from date of your offer**
- 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.

NAME OF THE BIDDER: TEL/ CELL NO:

CONTACT PERSON: FAX NUMBER:.....

Residential Address

Postal Address

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.....
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.....

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.....
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.....

E-MAIL ADDRESS: _____

.....

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Signature

Date