



Ref: Maropeng Mokhatla (SCM)
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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: COO (IT) 02/2012
PROPOSALS ARE HEREBY INVITED FROM EXPERIENCED AND COMPETENT SERVICE PROVIDERS FOR THE PROCUREMENT, INSTALLATION AND TESTING OF ADDITIONAL HP P2000 STORAGE WORKS IN THE SERVER ROOM, MOGALE CIVIC CENTRE.

Advertising date: Thursday 07 June 2012

Closing date and time: Thursday 14 June 2012 @ 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 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 (BBBEE) for attaining the BBBEE status level of contribution in accordance with the table below:**
 - **MBD 4: Declaration of interest;**
 - **MBD 6.1: B-BBEE Status Level of Contribution.**
 - **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
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- **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 submission.** 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.**

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.

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 – COO (IT) 02/2012 Proposals are hereby invited from experienced and competent service providers for the procurement, installation and testing of additional HP P2000 Storage Works in the server room, Mogale Civic Centre
ADVERTISING DATE	Thursday 07 June 2012
DEPARTMENT	Department and Section: Office of the Chief Operating Officer–IT.
DESCRIPTION OF SERVICES	<p>DESCRIPTION OF THE PROPOSAL</p> <p>1. BACKGROUND:</p> <p>Mogale City Local Municipality invites experienced and competent Service Providers to submit proposals for the procurement, installation and testing of additional P2000 Storage Works at the Civic Centre, KIM Section, Server room.</p> <p>The Municipality has to ensure that all users are connected to the network and that there is adequate data storage. The municipality requires the services of a potential Service Provider to supply install and test additional P2000 Storage Works Solution.</p>

	<p>2. SCOPE OF WORK</p> <p>The scope of work for the project will include the following:</p> <ul style="list-style-type: none"> • The procurement, installation and testing of the HP Storage Works P2000 G3 MSA FC Dual Controller LFF Modular Smart Array System and 14x 3TB 6G SAS 7.2k 3.5 in Drives, 4x HP 5M Multi-MODE OM3 LC/LC FC Cable, 2x HP 82E 8GB DUAL- PORT PCI-E FC HBA. <p>3. DELIVERABLES</p> <p>The municipality is committed to ensure that MCLM user's data and servers are backed-up on the network.</p> <p>4. SKILLS AND EXPERTISE REQUIRED:</p> <p>The successful Service Provider should have the relevant expertise in P2000 Storage Works environment.</p> <p>5 PROJECT COSTING</p> <p>In terms of the Municipality's Supply Chain Management procedures quotations are evaluated on the basis of a total cost or value for money (in addition to other criteria). As such potential registered financial service providers are required to prepare a plan of work with clear cost estimates based on the information provided in this specification, as this will facilitate a comparison across proposals. The plan of work is to include detailed tasks to be carried out, how long it will take to complete the task, person(s) allocated to each task, hourly rate to be charged and number of hours allocated for each task and disbursements.</p> <p>All assumptions made in preparing the cost estimate must be clearly indicated in the quotation. Bidders must please indicate if there are any special prices/discounts based on the quantities ordered.</p>	
<p>FUNCTIONALITY EVALUATION CRITERIA:</p>	<p>FUNCTIONALITY SCORING</p> <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>	

FUNCTIONALITY EVALUATION CRITERIA:

ITEM	DESCRIPTION	WEIGHT	MIN POINTS REQUIRED
1.	Previous experience in relation to the requirements set out within the scope of work. 1 – 2 years = 2 points, 3 -5 years = 5 points, 6 years plus = 10 points	10	
2.	Personnel's experience will be assessed based on CVs provided. Maximum points will be allocated for CVs with the best appropriate experience.	10	
	TOTAL	20	12

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:

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

OTHER DOCUMENTS REQUIRED

- 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
- Price schedule (fixed prices including Vat)

CLOSING DATE AND TIME

Thursday 14 June 2012 at 11h00am

SUBMISSION OF PROPOSALS	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
ENQUIRIES:	Santosh Paul at (011) 951 - 2491, e-mail at santosh@mogalecity.gov.za KIM Section

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 sixty (60) days.

NAME OF THE BIDDER:

CONTACT PERSON:

TEL/ CELL NO:

FAX NO:

SIGNATURE OF BIDDER

CAPACITY OF BIDDER