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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) 01/2012
QUOTATIONS ARE INVITED FROM SERVICE PROVIDER/S TO COMPILE AN AIR QUALITY DATA BASE FOR TARGETED INDUSTRIAL AREAS IN MOGALE CITY.

Advertising date: Tuesday 14 June 2011

Closing date and time: Monday 27 June 2011 at 11:00

Compulsory Briefing Session will be held on **Wednesday 22 June 2011 at 14:45** 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

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 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.

RFQ NUMBER:	RFQ – IEM (MHS) 01/2012 For compilation of Air Quality Data Base in targeted industrial areas in Mogale City.		
ADVERTISING DATE	Tuesday 14 June 2011		
DEPARTMENT	Department and Section: Intergrated Environmental Management – Municipal Health Services		
DESCRIPTION OF SERVICES/ GOODS	PROJECT SPECIFICATIONS		
	SCOPE OF WORK		
	SUB CLAUSE	DESCRIPTION	SCHEDULE A
	1.1	Geographical position	Mogale City (Chamdor; Delporton; Factoria; Boltonia; Tarlton; Magaliesburg; Hekpoort)
	1.2	Contract Period	2 months
	1.3	Completion of questionnaire based on door to door survey in targeted Industrial areas	See questionnaire attached as Annexure A
1.4	Reporting	A consolidated and updated Access Database to be submitted that accompanies the questionnaires	
EVALUATION CRITERIA	<p>FUNCTIONALITY SCORING</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"> • 80 points price 		

Criteria	Weight	Minimum score
<ul style="list-style-type: none"> Qualifications, experience and expertise of service provider in relation to the requirements set out within these terms of reference. 		
<ul style="list-style-type: none"> The potential service provider's track record of similar or relevant work 		
<ul style="list-style-type: none"> Commitment of time of service provider to the project and resources available that will specifically be utilized for this contract. 		
	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.

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.

The RFQ will be evaluated on the basis of the 80/20 point system as stipulated in the Preferential Procurement Policy Framework Act.

80 points for Price

- 20 Preference points:
 - 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

<p>OTHER DOCUMENTS REQUIRED</p>	<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 ,MBD 8 and MBD 9 Copy of latest municipal account Price schedule (fixed prices including Vat)
<p>COMPULSORY BRIEFING SESSION</p>	<p>Compulsory Briefing Session will be held on Wednesday 22 June 2011 at 14:45 at the Coronation Park, Cnr Paardekraal & Coronation Road, Krugersdorp.</p>

COMPLETION PERIOD	Completion period after date of official ordermonth/s
CLOSING DATE AND TIME	Monday 27 June 2011 at 11h00
SUBMISSION OF QUOTES	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
ENQUIRIES:	Marina Grobler at 011 951 2115 / 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

AIR QUALITY DATA BASE QUESTIONNAIRE FOR MOGALE CITY

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NB: Please complete all sections. KINDLY Mark with an X in spaces where applicable. If the space provided is insufficient, the required information may be submitted in the form of a memorandum. Attach required maps and sketches. Graphics must be clear, labeled and, where applicable.

1 Enterprise Information

Enterprise Name	
Trading As	
Type of Enterprise, e.g. Company/Close Corporation/Trust, etc	
Company/Close Corporation/Trust Registration Number (Registration Numbers if Joint Venture)	
Registered Address	
Postal Address	
Telephone Number (General)	
Fax Number (General)	
Industry Type/Nature of Trade	
Land Use Zoning as per Town Planning Scheme	
Land Use Rights if outside Town Planning Scheme	

Responsible Person Name or Emission Control Officer (where appointed)	
Telephone Number	
Cell Phone Number	
Fax Number	
E-mail Address	
After Hours Contact Details	

Current APPA Permit / Atmospheric Emission Licence Number (if applicable):	
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3.2 Listed activities

List all Listed Activities, as published in terms of section 21 of the National Environmental Management: Air Quality Act, 2004 (Act No. 39 of 2004), proposed to be conducted at the premises in terms of this application:

Listed Activity Number	Category of Listed Activity	Sub-category of the Listed Activity	Name of the Listed Activity	Description of the Listed Activity

Despite the repeal of the Atmospheric Pollution Prevention Act, 1965 (Act No. 45 of 1965), list all Scheduled Process(es), as was or were set out in the Second Schedule of the repealed Atmospheric Pollution Prevention Act, 1965, currently conducted at the premises:

APPA Registration Certificate Number	Date of Registration Certificate	Scheduled Process Number	Scheduled Process Description

3.3 Unit process

List all unit processes associated with the listed activities in operation at the premises by the atmospheric emission licence holder, highlighting unit processes proposed in respect of this application:

Unit Process	Unit Process Function	Batch or Continuous Process

***Unit process means a single component (equipment) with identifiable inputs and outputs within a process flow. A series of unit processes make up the full manufacturing process, for example, boiler, furnace, distillation column, etc.**

Please provide any other unit processes currently conducted at the site of works.

Name of the Unit Process	Description of the Unit Process

3.4 Hours of operation

Provide the hours of operation of all unit processes associated with the listed activities in operation at the premises by the atmospheric emission licence holder, highlighting unit processes proposed in respect of this application:

Unit Process	Operating Hours	Number of Days Operated per Year

3.5 Graphical process information

Attach the following for the entire operation being undertaken at the site of the works:

- Simplified block diagram with the name of each unit process in a block; showing links between all unit processes or blocks.
- Process flow chart(s) clearly indicating inputs, outputs and emissions at the site of works, including points of potential fugitive emissions and emergency releases.
- Site layout diagram (plan view and to scale) indicating location of unit processes, plants, buildings, stacks, stockpiles and roads (include true north arrow and scale).

NB: Indicate clearly on the above graphics the listed activity or activities applied for in this application. Alternatively, provide additional graphics for the listed activity or activities applied for.

4 RAW MATERIALS AND PRODUCTS

Provide raw material information, production and by-production rates and emissions information.

4.1 Raw materials used

Raw Material Type	Maximum Permitted Consumption Rate (Quantity)	Design Consumption Rate (Quantity)	Actual Consumption Rate (Quantity)	Units (Quantity/Period)

4.2 Production rates

Production Name	Maximum Production Capacity Permitted (Quantity)	Design Production Capacity (Quantity)	Actual Production Capacity (Quantity)	Units (Quantity/Period)

By-Product Name	Maximum Production Capacity Permitted (Quantity)	Design Production Capacity (Quantity)	Actual Production Capacity (Quantity)	Units (Quantity/Period)

4.3 Materials used in energy sources

The applicant must specify the materials used in energy sources, namely, coal, oil, gas or wood.

Materials for Energy	Sulphur Content of the Material (%)	Ash Content of Material (%)	Maximum Permitted Consumption Rate (Quantity)	Design Consumption Rate (Quantity)	Actual Consumption Rate (Quantity)	Units (Quantity/Period)

5.3 Routine reporting and record-keeping

5.3.1 Complaints register

Is a complaints register maintained at the site works?

	Yes	
	No	
	To be initiated, by date:	

Please provide a copy of complaints received and corrective actions taken over the past two years.

6 DISPOSAL OF WASTE AND EFFLUENTS ARISING FROM ABATEMENT EQUIPMENT CONTROL TECHNOLOGY

Provide the following information for any waste and effluent arising from abatement equipment control technology that are currently in place at the site of the works:

Unique Stack or Area ID (As per 5.4.1 or 5.4.5 above)	Waste / Effluent Type	Hazardous Components Present	Method of Disposal

