



Ref: Maropeng Mokhatla (SCM)  
Tel: (011) 951-2541/2511

maropengm@mogalecity.gov.za

**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: SS (L) 02/2012:  
QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS FOR THE SUBSCRIPTION OF  
MAGAZINES AND NEWSPAPERS FOR MOGALE CITY LIBRARIES FOR A PERIOD OF ONE (1)  
YEAR**

**Advertising date: Tuesday 22 November 2011**

**Closing date and time: Wednesday 30 November 2011 @ 11:00**

**A compulsory briefing session will be held 25 November 2011 @11:00** at the Krugersdorp Library Auditorium, Cnr Von-Brandis and Market Street

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

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**The following conditions will apply:**

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- Quotation documents can be downloaded from the website [www.mogalecity.gov.za](http://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**
  - **MBD 9: Certificate of Determination**
  - **SERVICE PROVIDER/S MUST SUBMIT THEIR BBBEE CERTIFICATE OR A LETTER FROM A REGISTERED AUDIT FIRM IN CASE OF EXEMPTED MICRO ENTERPRISE S(EME)**
- 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.

<b>RFQ NUMBER:</b>	SS (L)02/2012			
<b>ADVERTISING DATE:</b>	22 November 2012			
<b>DEPARTMENT:</b>	Social Services : Library Section			
<b>DESCRIPTION OF GOODS/SERVICES</b>	<b>PROJECT SPECIFICATIONS</b>			
	<b>1. Azaadville library - Magazines</b> P.O. Box 28 Krugersdorp 1740			
	<b>Magazines</b>	<b>Issues per year</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
	1.1 Bona (English)	12		
	1.2 Elle	12		
	1.3 Essentials	12		
	1.4 Garden & Home	12		
	1.5 Living & Loving	12		
	1.6 Men's Health (SA)	8		
	1.7 National Geographic kids (SA)	12		
	1.8 Oprah SA	12		
	1.9 SA sport ill	12		
	1.10 True love	11		
1.11 You	48			

<p><b>2. Azaadville – Newspapers</b> 551 Taj Mahal Street Azaadville</p>			
<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price ( Including VAT)</b>
2.1 Citizen	1		
2.2 Sowetan	1		
2.3 Star	1		
<p><b>3. Desmond Tutu library - Magazines</b> P.O.Box 28 Krugersorp 1740</p>			
<b>Magazines</b>	<b>Issues per year</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
3.1 Bona (English)	12		
3.2 Car (SA)	12		
3.3 Career success	11		
3.4 Drum (English)	48		
3.5 Essentials (SA)	12		
3.6 Garden & Home	12		
3.7 Kick off	24		
3.8 Marie Claire (SA)	12		
3.9 Men’s Health (SA)	8		
3.10 Minimag	12		
3.11 Move	12		
3.12 True love	11		
3.14 Women’s Health	10		
3.15 You	48		

**4 Desmond Tutu library – Newspapers**  
 1476 Mokgale Street  
 Munsieville

<b>Newspapers Monday - Friday</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
4.1 City Press (Sunday)	1		
4.2 Sowetan	1		
4.3 Star	1		
4.4 Sunday World	1		

**5. Hekpoort library - Magazines**  
 P.O.Box 28  
 Krugersorp  
 1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
5.1 Bona (English)	12		
5.2 Drum (English)	48		
5.3 Entrepreneur SA	12		
5.4 Fair Lady	12		
5.5 Farmer's Weekly	48		
5.6 Men's Health (SA)	8		
5.7 You	48		
5.8. Your baby	11		

**6. Hekpoort library – Newspapers**Raid center  
Hekpoort

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
6.1 Star	1		

**7. Kagiso Library - Magazines**P.O.Box 28  
Krugersorp  
1740

<b>Magazines</b>	<b>Issues per year</b>	<b>Price per item</b>	<b>Price incl VAT</b>
7.1 Bona (English)	12		
7.2 Career success	11		
7.3 Drum (English)	48		
7.4 Essentials	12		
7.5 Garden & Home	12		
7.6 Getaway	12		
7.7 Kick off	25		
7.8 Minimag	12		
7.9 PC Format	12		
7.1 SA Sport Illustrated	12		
7.11.Teen zone	11		
7.12True love	11		

**8. Kagiso Library - Newspapers**996 Kagiso Avenue  
Kagiso

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
8.1 City press (Sunday)	1		
8.2 Sowetan	1		
8.3 Star	1		
8.4 Sunday Times	1		

**9. Krugersdorp library - Magazines**P.O.Box 28  
Krugersorp  
1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
9.1 Car	12		
9.2 Drum (English)	48		
9.3 Garden & Home	12		
9.4 Huisgenoot	48		
9.5 Ideas	12		
9.6 Joy!	12		
9.7 Men's Health (SA)	8		
9.8 Rooi Rose	12		
9.9 SA Sport Illustrated	12		
9.10 You	48		

**10. Krugersdorp library - Newspapers**

Cnr Von Brandis & Market Streets  
Krugersdorp

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
10.1 Beeld	1		
10.2 City Press	1		
10.3 Star	1		
10.4 Sunday Times	1		

**11. Lewisham library - Magazines**

P.O.Box 28  
Krugersdorp  
1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
11.1 Bona (English)	12		
11.2 Essentials	12		
11.3 Fair Lady	12		
11.4 Finesse	12		
11.5 Garden & Home	12		
11.6 Huisgenoot	48		
11.7 Oprah SA	12		
11.8 True love	11		
11.9 You	48		

**12. Lewisham library – Newspapers**

Cnr Victor & Lewis Streets  
 Luipaardsvlei  
 Krugersdorp

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
12.1 Star	1		

**13. Lusaka library - Magazines**

P.O.Box 28  
 Krugersorp  
 1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
13.1 Bona (English)	12		
13.2 Cosmopolitan	12		
13.3 Drum (English)	48		
13.4 Elle (SA)	12		
13.5 Fair Lady	12		
13.6 Getaway	12		
13.7 Ideas	12		
13.8 Kick off	24		
13.9 Living & Loving	12		
13.10 Men's Health (SA)	8		
13.11 Oprah SA	12		
13.12 SA Sport Illustrated	12		
13.13 Teen Zone	11		
13.14 True love	11		



**14.Lusaka library - Newspapers**

2880 Columbia Street  
Lusaka  
Krugersdorp

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price incl VAT</b>
14.1 City Press (Sunday)	1		
14.2 Sowetan	1		
14.3 Star	1		

**15. Magaliesburg library - Magazines**

P.O.Box 28  
Krugersorp  
1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
15.1 Craftwise	6		
15.2 Farmer's Weekly	48		
15.3 Garden & Home	12		
15.4 Huisgenoot	48		
15.5 Living & Loving	12		
15.6 True love	11		
15.7 You	48		

**16. Magaliesburg library – Newspapers**

Ubuntu Arts & Craft Center  
Koster Road  
Magaliesburg

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
16.1 Sowetan	1		
16.2 Star	1		

**17. Muldersdrift library - Magazines**

P.O.Box 28  
Krugersorp  
1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
17.1 Bona	12		
17.2 Drum (English)	48		
17.3 Kick off	24		
17.4 Men's Health (SA)	8		
17.5 Oprah SA	12		
17.6 True love	11		
17.7 You	48		

**18. Muldersdrift library - Magazines**

Plot 318  
Rietfontein Road  
Muldersdrift

<b>Newspapers</b>	<b>Quantity Monday - Friday</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
18.1 Sowetan			
18.2 Star			

**19. Sakkie Nel library - Magazines**

P.O.Box 28  
Krugersorp  
1740

<b>Magazines</b>	<b>Quantity</b>	<b>Price per item</b>	<b>Price (Including VAT)</b>
19.1 Bridal magazine			
19.2 Craftwise	6		
19.3 Drum	48		
19.4.Garden & Home	12		
19.5 Huisgenoot	48		
19.6 Rooi Rose	12		
19.7 Time magazine	48		
19.8 True love	11		
19.9 Vrouekeur	48		

	<p><b>20.Sakkie Nel library - Magazines</b> 45 Flemming Street Krugersdorp West</p> <table border="1" data-bbox="464 454 1476 752"> <thead> <tr> <th data-bbox="464 454 735 555">Newspapers</th> <th data-bbox="735 454 970 555">Quantity Monday - Friday</th> <th data-bbox="970 454 1193 555">Price per item</th> <th data-bbox="1193 454 1476 555">Price (Including VAT)</th> </tr> </thead> <tbody> <tr> <td data-bbox="464 555 735 618">20.1 Beeld</td> <td data-bbox="735 555 970 618">1</td> <td data-bbox="970 555 1193 618"></td> <td data-bbox="1193 555 1476 618"></td> </tr> <tr> <td data-bbox="464 618 735 680">20.2 City press</td> <td data-bbox="735 618 970 680">1</td> <td data-bbox="970 618 1193 680"></td> <td data-bbox="1193 618 1476 680"></td> </tr> <tr> <td data-bbox="464 680 735 752">20.3 Star</td> <td data-bbox="735 680 970 752">1</td> <td data-bbox="970 680 1193 752"></td> <td data-bbox="1193 680 1476 752"></td> </tr> </tbody> </table>	Newspapers	Quantity Monday - Friday	Price per item	Price (Including VAT)	20.1 Beeld	1			20.2 City press	1			20.3 Star	1		
Newspapers	Quantity Monday - Friday	Price per item	Price (Including VAT)														
20.1 Beeld	1																
20.2 City press	1																
20.3 Star	1																
<b>DELIVERY OF NEWSPAPERS</b>	Newspapers will be covered in plastic and delivered before 10:00 at the relevant libraries as per physical addresses as indicated. All Sunday newspapers will be delivered on Monday.																
<b>DELIVERY OF MAGAZINES AND JOURNALS</b>	All Magazines will be covered in plastic and correctly addressed to relevant library. All magazines will be delivered to: P.O. Box 28, Krugersdorp 1740																
<b>EVALUATION CRITERIA:</b>	<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"> <li>• 80 points price <ul style="list-style-type: none"> <li>○ Infrastructure and equipment available to successfully execute this contract (3 points);</li> <li>○ Previous experience in this field as well as references (3 points).</li> <li>○ Delivery period/lead time (4 point)</li> </ul> </li> </ul> <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> <p>If any criterion is rated zero points, the tenderer will be rejected, even if the required 15 out of 30 points are achieved.</p> <ul style="list-style-type: none"> <li>• 20 Preference points: <ul style="list-style-type: none"> <li>○ HDI (Historically Disadvantaged) (MBD 6.1) 6 points</li> <li>○ Female Equity (MBD 6.1) 2 points</li> <li>○ Disabled ownership (MBD 6.1) 1 point</li> <li>○ Promotion of SMME's (MBD 6.3) 3 points</li> <li>○ Mogale Based companies (MBD 6.11) 8 points</li> </ul> </li> </ul>																
<b>OTHER DOCUMENTS REQUIRED:</b>	<ul style="list-style-type: none"> <li>• Original, valid tax clearance certificate</li> <li>• Company registration documents</li> <li>• Copies of ID's of shareholders</li> <li>• Completed MBD 4, MBD 6.1, MBD 6.3, MBD 6.11 and MBD 8</li> </ul>																

	<ul style="list-style-type: none"> <li>• Copy of latest municipal account</li> <li>• Price schedule (fixed prices including Vat)</li> </ul>
<b>CLOSING DATE AND TIME:</b>	Wednesday 30 November 2011 at 11h00
<b>SUBMISSION OF QUOTES</b>	Tender box 1 Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
<b>ENQUIRIES:</b>	Ms Nene Seboko at 071 855 4773 at the Social Services – Library 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 thirty (30) days.

NAME OF THE BIDDER: .....

CONTACT PERSON: .....

TEL/ CELL NO: .....

FAX NO: .....

\_\_\_\_\_  
SIGNATURE OF BIDDER

\_\_\_\_\_  
CAPACITY OF BIDDER

