



Ref: Makope Diale

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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: CORP (M&C) 17/2013

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDER/S FOR THE DESIGN, PRODUCTION AND ERECTION OF CITY SIGNAGE AT CITY ENTRANCES AS WELL AS DIRECTIONAL SIGNS TO CITY BUILDING AND DEPARTMENTS INCLUDING LIBRARIES, COMMUNITY CENTRES AND CLINICS FOR MOGALE CITY LOCAL MUNICIPALITY.

Advertising date: Wednesday 03 July 2013

Closing date and time: Thursday, 11 July 2013 @ 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.
 - 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.
 - 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: B-BBEE Status Level of Contribution.**
 - **MBD 6.2: Declaration Certificate for local content.**
 - **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)

**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: CORP (M&C) 17/2013: For the City Signage Including Design, Production and Erection at City Entrances as well as Directional Signs to City Building and Departments, Including Libraries, Community Centre and clinics for Mogale City Local Municipality | | | | | | | | | | | | | | | | | | | | |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------------|---|----|---|----|---|----|---|----|---|---|---|---|---|---|---|---|-----------------------------------|----------|
| ADVERTISING DATE: | Wednesday 03 July 2013 | | | | | | | | | | | | | | | | | | | | |
| DEPARTMENT: | Department: Corporate Services- Marketing | | | | | | | | | | | | | | | | | | | | |
| PREFERENCE POINT SYSTEM | <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 data-bbox="587 1137 1316 1547"> <tr> <th>BBBEE Status level of contributor</th><th>Number of points(80/20 system)</th></tr> <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 –complaint contributor</td><td>0</td></tr> </table> <p>The City Entrances Signage will have the Logo of the Municipality and the Directional Signs will have the Logo, the Name of the Building / Department and an Arrow.</p> | 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 |
| 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 | | | | | | | | | | | | | | | | | | | | |

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|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------------|
| EVALUATION CRITERIA: | Technical Evaluation Criteria | | |
| | description | weight | Minimum score |
| | Previous experience in this field as well as references 1-2 years = 2 points 3-5 years = 4 points 6 year and above =6 points | 6 points | |
| | Resources available to execute this project 4 points | 4 points | |
| | Total points | 10 | 5 |
| | 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. If any criterion is rated zero points, the tenderer will be rejected, even if the required 5 out of 10 points are achieved. | | |
| SAMPLES | Samples will be requested from Short-Listed Suppliers only | | |
| 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: | Thursday ,11 July 2013 at 14h00 | | |
| DELIVERY PERIOD | Delivery period after the date of official orderdays / weeks | | |
| SUBMISSION OF QUOTES | Tender box 1 Reception desk of SCM Unit Civic Centre Krugersdorp | | |
| ENQUIRIES | Andy Nesengani at (011) 951 – 2304 / or andy.nesengani@mogalecity.gov.za | | |

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.....

E-MAIL ADDRESS:

.....
SIGNATURE

.....
DATE

| CODE | AREA | SIGN TYPE | MAKE | SIZE | | QTY | PRICE INCL VAT |
|-----------|-------------------------------------------|-----------------------------|---------------------|------|------|-----|----------------|
| | | | | h | w | | |
| A | IEC Building / Museum | | | | | | |
| AA | External | | | | | | |
| AA1 | Main Building | Illuminated Projecting Sign | Vista | 1200 | 700 | 2 | |
| AA2 | Main Entrance | Wall Mounted | Chromadek | 500 | 1500 | 2 | |
| AA3 | Main Building | Wall Mounted | ABS | 500 | 500 | 2 | |
| AA4 | Removal of Existing Sign | Free Standing Sign | Chromadek | 1000 | 2000 | 1 | |
| AA5 | Entrance - Hours | Wall Mounted | Vista | 300 | 400 | 2 | |
| AA6 | Entrance - Above door | Wall Mounted | Chromadek | 1000 | 1500 | 1 | |
| | | | | | | | |
| AB | Internal | | | | | | |
| AB1 | Door Names | Wall Mounted | Vista | 100 | 400 | 10 | |
| AB2 | Main Entrance | Wall Mounted | Vista | 1200 | 1200 | 1 | |
| AB3 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 1 | |
| AB4 | Notice Board | Supplier to suggest | Supplier to suggest | 1200 | 1200 | 1 | |
| AB5 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 4 | |
| | | | | | | | |
| B | Town Hall | | | | | | |
| BA | External | | | | | | |
| BA1 | Entrance Main Signs | Free Standing Pylon | Vista | 3000 | 1000 | 4 | |
| BA2 | Emergency Operation Centre - Entrance | Wall Mounted | Chromadek | 800 | 1200 | 2 | |
| BA3 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 2 | |
| BA4 | Main Entrance 1 | Glass Panels | Frost | 2500 | 3500 | 1 | |
| BA5 | Cleaning/Refurbishing - Brass Metal Signs | Wall Mounted | Brass Metal | 825 | 600 | 2 | |
| BA6 | Private Parking Sign | Wall Mounted | Chromadek | 930 | 1850 | 1 | |
| BA7 | Printing Department | Wall Mounted | Chromadek | 1000 | 1500 | 1 | |

| | | | | | | | |
|-----------|---------------------------------------------------|--------------|-----------|------|------|----|--|
| BB | Internal | | | | | | |
| BB1 | Entrance 2 | Glass Panels | Frost | 2200 | 2000 | 1 | |
| BB2 | Rate Payers - Directional Signage | Wall Mounted | Vista | 583 | 400 | 1 | |
| BB3 | Main Entrance - Directional Sign | Wall Mounted | Vista | 1200 | 1200 | 2 | |
| BB4 | Directional Sign | Wall Mounted | Vista | 1200 | 1200 | 1 | |
| BB5 | Directional Signage - Elevators | Wall Mounted | Vista | 583 | 400 | 6 | |
| BB6 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 8 | |
| BB7 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 12 | |
| BB8 | Door Names | Wall Mounted | Vista | 100 | 400 | 45 | |
| BB9 | Kitchen Signs | Wall Mounted | ABS | 200 | 200 | 1 | |
| BB10 | No Smoking Sign | Wall Mounted | ABS | 200 | 200 | 5 | |
| | | | | | | | |
| C | President Building | | | | | | |
| CA | External | | | | | | |
| CA1 | Main Entrance | Wall Mounted | Chromadek | 1180 | 2700 | 1 | |
| CA2 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 1 | |
| | | | | | | | |
| CB | 1st Floor | | | | | | |
| CB1 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 1 | |
| CB2 | No Smoking Sign | Wall Mounted | ABS | 200 | 200 | 1 | |
| | | | | | | | |
| CC | 2nd Floor - Infrastructure: EM & MMC's | | | | | | |
| CC1 | Help Desk | Suspended | Vista | 200 | 400 | 1 | |
| CC2 | Directional Sign | Suspended | Vista | 200 | 400 | 1 | |
| CC3 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 1 | |
| CC4 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 2 | |

| | | | | | | | |
|-----|-----------------|--------------|-------|-----|-----|----|--|
| CC5 | Door Names | Wall Mounted | Vista | 100 | 400 | 10 | |
| CC6 | No Smoking Sign | Wall Mounted | ABS | 200 | 200 | 1 | |
| CC7 | Kitchen Signs | Wall Mounted | ABS | 200 | 200 | 1 | |

| | | | | | | | |
|-----------|--------------------------------------------------------------|-----------------------------|-------|------|-----|----|--|
| CD | 3rd Floor - Roads Dpt: Roads & Storm Water | | | | | | |
| CD1 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 1 | |
| CD2 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 2 | |
| CD3 | Door Names | Wall Mounted | Vista | 100 | 400 | 10 | |
| CD4 | No Smoking Sign | Wall Mounted | ABS | 200 | 200 | 1 | |
| CD5 | Kitchen Signs | Wall Mounted | ABS | 200 | 200 | 1 | |
| | | | | | | | |
| CE | 4th Floor - Water & Sanitation | | | | | | |
| CE1 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 1 | |
| CE2 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 2 | |
| CE3 | Door Names | Wall Mounted | Vista | 100 | 400 | 5 | |
| CE4 | No Smoking Sign | Wall Mounted | ABS | 200 | 200 | 1 | |
| CE5 | Kitchen Signs | Wall Mounted | ABS | 200 | 200 | 1 | |
| | | | | | | | |
| CF | 5th Floor - Building Maintenance & Internal Audit | | | | | | |
| CF1 | Directional Sign | Wall Mounted | Vista | 583 | 400 | 2 | |
| CF2 | Toilet Signs | Wall Mounted | ABS | 200 | 200 | 2 | |
| CF3 | Door Names | Wall Mounted | Vista | 100 | 400 | 15 | |
| CF4 | No Smoking Sign | Wall Mounted | ABS | 200 | 200 | 1 | |
| CF5 | Kitchen Signs | Wall Mounted | ABS | 200 | 200 | 1 | |
| CF6 | Tender Box | Wall Mounted | Vista | 583 | 400 | 12 | |
| CF7 | Main Building - directional | Illuminated Projecting Sign | Vista | 1200 | 700 | 2 | |

| EB A. | Ellerince Building | | | | | | |
|-------|----------------------------------------|-----------------------------|-----------|------|------|---|--|
| EB1 | 1 X Main entrance | Illuminated Projecting Sign | Vista | 1200 | 700 | 2 | |
| EB2 | 1X Building control - GF | Wall Mounted | Chromadek | 500 | 1500 | 1 | |
| EB3 | 1 X Town planning – 1 st | Wall Mounted | Chromadek | 1180 | 2700 | 1 | |
| EB4 | 1 X Housing – 2 nd floor | Wall Mounted | Vista | 583 | 400 | 1 | |
| EB5 | 1 X Enterprise – 3 rd floor | Wall Mounted | Chromadek | 1180 | 2700 | 1 | |
| EB5 | 1 X Rural dev – 4 th EM | Wall Mounted | Vista | 583 | 400 | 1 | |
| CF7 | Main Building - directional | Illuminated Projecting Sign | Vista | 1200 | 700 | 2 | |

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| TOTAL PRICE (INCL VAT) |
|--------------------------------|

Please Note:

Prices must be for Design, Production and Erection of Signs.