



Ref: Maropeng Mokhatla (SCM)

Tel: (011) 951-2541/2014/16

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 04/2013

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDER/S FOR ORGANISING SUCCESSFUL EXECUTION OF THE SIXTEEN (16) DAYS OF ACTIVISM FOR NO VIOLENCE AGAINST WOMEN AND CHILDREN CAMPAIGN ON 25 NOVEMBER - 10 DECEMBER 2012.

Advertising date: Monday 19 November 2012

Closing date and time: Thursday 22 November 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, 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 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- EM 04/2013 For organizing successful execution of the sixteen days (16) days of activism for no violence against women and children campaign on 25 November to 10 December 2012.
ADVERTISING DATE:	Monday 19 November 2012
DEPARTMENT:	Section: Office of the Executive Mayor
DESCRIPTION OF SERVICES	<p>BACKGROUND</p> <p>The 16 Days of Activism for No Violence against Women and Children is a United Nations-endorsed campaign. It takes place annually from the 25th November (<i>International Day of No Violence against Women</i>) to the 10th December (<i>International Human Rights Day</i>). Since 1999 the South African Government has run a parallel campaign that includes issues relating to violence against children. Other key commemorative days during this period include World Aids Day on the 1st December and the International Day for Persons with Disabilities, which falls on the 3rd December of every year. This campaign focuses primarily on generating an increased awareness of the negative impact of violence on women and children as well as society as a whole. In the Southern African Development Community (SADC) region, the campaign has gained significant momentum through the adoption of the Addendum on the Prevention and Eradication of Violence against Women and Children by the SADC Heads of State in 1998.</p> <p>The year 2012 marks the thirteenth anniversary of the 16 Days of Activism Campaign for no Violence against Women and Children in South Africa. This campaign has served as the main social mobilization tool against the prevalence of acts of abuse against women and children in South Africa. Over the 13 years, the campaign has grown exponentially, making it the second most known government event in South Africa, after the State of the Nation Address (GCIS Tracker Survey: 2008).</p> <p>Status of Women and Children and Government response.</p> <p>South Africa is addressing social challenges facing women, particularly the scourge of gender-based violence.</p> <p>Crimes against women and children are a national priority. These crimes have a severe, long lasting impact on victims including serious mental health problems; gynaecological complications; unwanted pregnancies; HIV-infection; serious physical injuries or disability; and ultimately, death. The impact is not limited to a person who experiences it, but also those who witness violence, in particular children.</p> <p>To coordinate the national response to this scourge, the <i>Department for Women, Children and People with Disabilities</i> has established the Advisory Council on Violence Against Women and Children. The council comprises key government departments, civil society organisations and other relevant partners and it will coordinate the implementation of the 365 Days National Plan of Action to End Violence Against Women and Children.</p>

Family Violence, Child Protection and Sexual Offences units have been established in all 176 policing areas. Police officers are trained to deal with these cases and forensic social workers are hired to assist child victims in particular.

Some **28 Thuthuzela Care Centres** have been established in areas with high incidents of violence. These are one-stop centres where rape victims can lodge a case with the police and receive counselling and medical care including prevention of HIV infection and unwanted pregnancy.

Communities are mobilized to take part in curbing violence against women and children through campaigns such as **Child Protection Week** and **16 Days of Activism of No Violence Against Women and Children**

PROGRAMME

- **MOBILISATION**

Meetings between the OEM: Special Projects Team with stakeholders **14-19th November 2012**: i.e. MMC Social Development; ward councillors; SGBs; GP: Social Development Dept.; associations of the elderly; youth formations etc.

Posters, loud-hailing and mobile billboards to popularize the programme and mounting by the **24st November 2012**

Phase One		Phase Two		Phase Three	
Launch of Campaign		Education & Awareness		Conclusion	
Date	25 Nov (Sunday)	Date	08 Dec (Saturday)	Date	10 Dec (Monday)
Venue	Kagiso	Venue	Muldersdrift	Venue	Munsieville
Time	9h30	Time	9h30	Time	9h30
Activities	~Men, Women and Children March from Kagiso Library to new Kagiso Police Station to highlight the plight of victims of violence ~Distribution of pamphlets on the campaign	Activities	~Men, Women and Children March from Muldersdrift Multipurpose Complex to Streetwise, Video Centre to highlight the plight of victims of violence ~Distribution of pamphlets on the campaign	Activities	~Men, Women and Children March from "School Board" to Munsieville Police Station to highlight the plight of victims of violence ~Distribution of pamphlets on the campaign

PROJECT SPECIFICATIONS

1. Approximately one hundred (100) Mayoral committee members and government Officials must be served one course lunch meal including juice.
2. A caterer must supply all cutleries, crockery, serving equipment etc. **Please include a comprehensive menu for comparison purposes**
3. The requirements for the project shall be as follows:
 - Layout, design, printing and mounting of posters x 500
 - Catering for VIPs at the three events x 100
 - Loud-hailing
 - Mobile Billboards x 2
 - Layout, design, printing of pamphlets(A5 -2 page information flyers) x 5 000

<p>EVALUATION CRITERIA:</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 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="582 430 1329 846"> <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 –complaint 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 –complaint contributor	0
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	<p>FUNCTIONALITY SCORING</p> <p>The below mentioned criteria regarding functionality are required for responsiveness. If the minimum of 06 points is not scored for functionality the proposal will be rejected.</p> <p>A bidder that scores less than 06 points in respect of functionality will be disqualified. If any criterion is rated zero points, the tenderer will be rejected, even if the required 06 out of 10 points are achieved.</p> <ul style="list-style-type: none"> ○ Previous experience in this field as well as references (3 points). ○ Resources available to execute this project (4 points) ○ Delivery period/lead time (3 points) <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 06 points in respect of functionality will be disqualified. If any criterion is rated zero points, the tenderer will be rejected, even if the required 06 out of 10 points are achieved.</p>																				
<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 8 and MBD 9 • Copy of latest municipal account • Schedule (fixed prices including Vat) 																				
<p>CLOSING DATE AND TIME:</p>	<p>Thursday 22 November 2012 at 11h00</p>																				
<p>SUBMISSION OF QUOTES</p>	<p>Tender box 1 Reception desk of SCM Unit Civic Centre Krugersdorp</p>																				

ENQUIRIES	Mr. Eric Ngwana Tel: (011) 668-0500 Cell: 083-766-7640 / 082-625-5126 Email: eric.ngwana@mogalecity.gov.za
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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.
- Prices quoted must include delivery charges and goods must be delivered to 416 Osiris Street, Ruimsig, Krugersdorp.
- 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.....

SIGNATURE OF BIDDER

CAPACITY OF BIDDER

PRICING SCHEDULE

Name of Bidder:	Closing Date: 22 November 2012
Quotation NO:EM 04/2012	Closing Time: 11:00

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF THE QUOTATION

Item Description	Quantities	Price per unit (including VAT)
1. Layout, design, printing and mounting of posters (A3 size)	500	R
2. Layout, design, printing of pamphlets(A5 -2 page information flyers)	5000	R
3.Mobile Billboards	02	R
4. Loud-hailing	xxx	R
5. Catering for VIP's at the three events i.e on Sunday 25 November 2012 Saturday 8 December 2012 Monday 10 December 2012	100	R
	100	R
	100	R
GRAND TOTAL		

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SIGNATURE OF BIDDER

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CAPACITY OF BIDDER