



Ref: Maropeng Mokhatla (SCM)

Tel: (011) 951-2541/2014/2177

**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: I (F) 01/2014**

**QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDER/S FOR REPAIR AND MAINTENANCE OF VARIOUS ROLLUP DOORS ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWO (2) YEARS.**

**Advertising date: Thursday 11 July 2013**

**Closing date and time: Monday 22 July 2013 @ 14:00**

**Compulsory Briefing Session will be held on Tuesday 16 July 2013 at 11:00 at**

**1 Tudor Road Chamdor Yard Fleet Mechanical Section**

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](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 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.

<b>RFQ NUMBER:</b>	I(F) 01/2014 For the Repair and Maintenance of Various Rollup Doors on an as and when required basis for a period of two (2) Years							
<b>ADVERTISING DATE:</b>	Thursday 11 July 2013							
<b>DEPARTMENT:</b>	Department: Infrastructure : Section: Fleet Mechanical							
<b>DESCRIPTION OF SERVICES</b>	<p><b>PROJECT PECIFICATIONS FOR THE REPAIRS AND SERVICE OF THE ROLLUP INDUSTRIAL DOORS.</b></p> <p><b>SCOPE OF WORK</b></p> <p>The following Rollup doors need to be repair and service:</p> <table border="1"> <thead> <tr> <th></th> <th><b>SCOPE OF WORK TO BE DONE</b></th> </tr> </thead> <tbody> <tr> <td> <b>1) The Town Hall: Vote number MBL 13594-M-C8</b> <ul style="list-style-type: none"> <li>• 1 Rollup door Electrical section</li> <li>• 1 Large rollup door 107</li> <li>• 1 Large rollup door on west side</li> <li>• 2 Garage doors small mayor garage</li> <li>• 2 Large rollup door Finance</li> <li>• 4 Small industrial doors Kiosk</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul> </td> </tr> <tr> <td> <b>2) Centenary Hall Vote number MBL13595-M-C8</b> <ul style="list-style-type: none"> <li>• 1Large Rollup door</li> <li>• 4 Small industrial doors</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> <li>• Service motor and</li> </ul> </td> </tr> </tbody> </table>			<b>SCOPE OF WORK TO BE DONE</b>	<b>1) The Town Hall: Vote number MBL 13594-M-C8</b> <ul style="list-style-type: none"> <li>• 1 Rollup door Electrical section</li> <li>• 1 Large rollup door 107</li> <li>• 1 Large rollup door on west side</li> <li>• 2 Garage doors small mayor garage</li> <li>• 2 Large rollup door Finance</li> <li>• 4 Small industrial doors Kiosk</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>	<b>2) Centenary Hall Vote number MBL13595-M-C8</b> <ul style="list-style-type: none"> <li>• 1Large Rollup door</li> <li>• 4 Small industrial doors</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> <li>• Service motor and</li> </ul>
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	<p>Kiosk</p> <p><b>3) Stores Department Chamdor yard: Vote number MBL 136633- M –C8</b></p> <ul style="list-style-type: none"> <li>• 4 Large Rollup doors</li> <li>• 3 Small rollup doors</li> </ul>	<p>gearbox</p> <ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Tyre Store at Mechanical section MBL136633-M-C8</b></li> <li>• 2 Small rollup doors</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>	
	<p><b>4) Mechanical Workshop Chamdor Yard Vote Number MBL 13633-M –C8</b></p> <ul style="list-style-type: none"> <li>• 3 Large roll up doors</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>	
	<p><b>5) Garage Chamdor Yard Vote Number MBL 13633-M-C8</b></p> <ul style="list-style-type: none"> <li>• 8 Large Industrial rollup doors</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>	
	<p><b>6) Roads Section: Vote Number MBL 13633-M-C8</b></p> <ul style="list-style-type: none"> <li>• 1Large Rollup door</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>	

	<b>7) Electrical Section Vote Number MBL 13633-M-C8</b> <ul style="list-style-type: none"> <li>• 2 Large Rollup doors</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> <li>• 1 Small Rollup garage doors</li> </ul>
	<b>8) Water Section Vote Number MBL 13633-M-C8</b>  1 Small Rollup garage door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>9) Waste Section Vote Number MBL 13633-M-C8</b>  2 Small Rollup garage door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>10) Savage Section Vote Number MBL 13633-M-C8</b>  1 Small Rollup garage door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>11) License Department Delporten Vote Number MBL 13544-M-C8</b> <ul style="list-style-type: none"> <li>• 12 Large Rollup doors</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>
	<b>12) Public Safety Vote number MBL 13731-M-C8</b>  2 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>13) Central Clinic Municipal workers MBL 13519-M-C8</b>  3 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>14) Public Facilities Auction MBL 13666-M-C8</b>  2 Small Industrial Rollup doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>

	<b>15) Azaadville Cemetery</b> <b>MBL13748-M-C8</b>  2 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>16) Azaadville Store MBL13507-M-C8</b>  2 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>17) Kagiso Hall MBL13577-M-C8</b>  1 Small Industrial door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>18) Community Centre</b> <b>Burgershoop MBL 13512 – M – C8</b>  1 Small Industrial rollup door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>19) Kagiso offices MBL 13577-M-C8</b>  3 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>20) Parks Section MBL13649-M-C8</b>  7 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>21) Country Club</b>  1 Small Rollup garage door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>22) Khosa Club MBL 13587 – M – C8</b>  4 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>23) Magalies Sport MBL 13621 – M – C8</b>  1 Small Industrial Rollup door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>24) Ubuntu Library MBL 13619 – M – C8</b>  1 Small Rollup garage doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>

	<b>25) Flip Human water care works</b> <b>MBL 13548 – M – C8</b>  3 Small industrial rollup doors	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Service doors</li> </ul>
	<b>26) Magalies water care works</b> <b>MBL 13658 - M – C8</b>  1 Large Industrial door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>
	<b>27) Market building Civic Centre</b> <b>MBL 13624 - M –C8</b>  24 Large Industrial door	<ul style="list-style-type: none"> <li>• Repairs</li> <li>• Automate doors</li> <li>• Service doors</li> <li>• Service motor and gearbox</li> </ul>
<b>SPECAIL CONDITIONS</b> <ul style="list-style-type: none"> <li>• All work done must carry a warranty for a period of six (6) months.</li> <li>• Price quoted on spare parts and labour on one (1) door only.</li> <li>• Repairs to be on a as and when need basis</li> <li>• Letter of good standing for Compensating for Occupational Health and safety Injuries and diseases act 1993. All material, labour and transport cost must be included</li> <li>• The service provider to be familiarize himself with the specifications required by the Client and attend a compulsory site inspection.</li> </ul>		

Description of spare parts to be used :

NO	DESCRIPTION OF PARTS
	<b><u>ROLL UP DOOR</u></b>
1	Door sections
2	Roller up Drums
3	Door Roller Shaft 25 mm
4	Door Roller Shaft 35 mm
5	Door Rollup tension Springs
6	Door Shaft lock nuts
7	Door back plates
8	Door guides slides
9	Flange Bearing
10	Cover Canopy
	<b><u>CHAIN OPERATED DOORS</u></b>
1	Main shaft Sprocket
2	Distribution Shaft
3	Distribution Sprocket
4	Driven Shaft
5	Driven Sprocket
6	Chain Sprocket
7	Chain guide plate
8	Winding Chain
	<b><u>GEARBOX MANUAL OPERATED</u></b>
1	Bevel gear door large
2	Bevel gear small Shaft
3	Winding Shaft
4	Universal joint shaft to gearbox
5	Winding gearbox
6	Gearbox Handle
7	Gearbox Post
8	Crank pin
9	Lock pin
	<b><u>AUTOMATED DOORS</u></b>
1	Electric motor
2	Close couple gearbox
3	Electric panel box
4	Circuit Breaker
5	Switch up/down
6	Cable
7	Receiver
8	Remote
9	Tag
	Service of door
	Hook Ram

	<table><tr><td></td><td><b>SMALL GARAGE DOOR SERVICE AND REPAIRS</b></td></tr><tr><td></td><td>Sliding guides</td></tr><tr><td></td><td>Shaft</td></tr><tr><td></td><td>Roller drum</td></tr><tr><td></td><td>Lock pins</td></tr><tr><td></td><td>Winding Springs</td></tr><tr><td></td><td>Complete door panel</td></tr><tr><td></td><td>Door Lock pins</td></tr><tr><td></td><td>Door locks</td></tr><tr><td></td><td>Cover Canopy</td></tr><tr><td></td><td>Labour</td></tr><tr><td></td><td>Transport</td></tr></table>		<b>SMALL GARAGE DOOR SERVICE AND REPAIRS</b>		Sliding guides		Shaft		Roller drum		Lock pins		Winding Springs		Complete door panel		Door Lock pins		Door locks		Cover Canopy		Labour		Transport		
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<b>FUNCTIONALITY EVALUATION CRITERIA</b>	<b>FUNCTIONALITY SCORING</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 for Price</li><li>○ 20 points for BBBEE level of contribution</li></ul> <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. 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"><li>○ Previous experience in this field as well as references (3 points).</li><li>○ Resources available to execute this project (4 points)</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 06 points in respect of functionality will be disqualified.</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><tr><td><b>BBBEE Status level of contributor</b></td><td><b>Number of points(80/20 system)</b></td></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><b>Non –complaint contributor</b></td><td><b>0</b></td></tr></table>			<b>BBBEE Status level of contributor</b>	<b>Number of points(80/20 system)</b>	1	20	2	18	3	16	4	12	5	8	6	6	7	4	8	2	<b>Non –complaint contributor</b>	<b>0</b>				
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<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 8 and MBD 9</li> <li>• Copy of latest municipal account</li> <li>• Schedule (fixed prices including Vat)</li> </ul>	
<b>COMPLETION PERIOD</b>	Completion Period after receipt of official order _____ Weeks / Days	
<b>CLOSING DATE AND TIME:</b>	Monday 22 July 2013 at 14h00	
<b>SUBMISSION OF QUOTES</b>	Tender box 1 Reception desk of SCM Unit Civic Centre Krugersdorp	
<b>ENQUIRIES</b>	Christo Steyn Cell: 073 903 1305 <ul style="list-style-type: none"> <li>• Email: <a href="mailto:christo.steyn@mogalecity.gov.za">christo.steyn@mogalecity.gov.za</a></li> </ul>	

**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 Bidder: .....

Tel No/ Cell No: .....

Contact Person .....

Fax Number .....

Residential Address

Postal Address

.....

.....

.....

.....

.....

.....

.....

.....

E-mail address:

.....

.....

Signature

.....

Date



**BIDDER'S NAME:** .....

**CLOSING DATE:** Monday 22 JULY 2013

**CLOSING TIME:** 14:00

**QUOTATION NO:** I (F) 01/2014

ITEM	DESCRIPTION OF PARTS	QUANTITIES	PRICE OF SPARES (Including VAT) YEAR 1
<b>A.</b>	<b><u>ROLL UP DOOR</u></b>		
1	Door sections	Per panel	
2	Roller up Drums	1	
3	Door Roller Shaft 25 mm	1	
4	Door Roller Shaft 35 mm	1	
5	Door Rollup tension Springs	2	
6	Door Shaft lock nuts	2	
7	Door back plates	2	
8	Door guides slides	2	
9	Flange Bearing	2	
10	Cover Canopy	1	

<b>B.</b>	<b><u>CHAIN OPERATED DOORS</u></b>		
1	Main shaft Sprocket	1	
2	Distribution Shaft	1	
3	Distribution Sprocket	1	
4	Driven Shaft	1	
5	Driven Sprocket	1	
6	Chain Sprocket	1	
7	Chain guide plate	1	
8	Winding Chain	1	
<b>C</b>	<b><u>GEARBOX MANUAL OPERATED</u></b>		
1	Bevel gear door large	1	
2	Bevel gear small Shaft	1	
3	Winding Shaft	1	
4	Universal joint shaft to gearbox	2	
5	Winding gearbox	1	
6	Gearbox Handle	1	
7	Gearbox Post	1	
8	Crank pin	1	

9	Lock pin	1	
D.	<b>AUTOMATED DOORS</b>		
1	Electric motor	1	
2	Close couple gearbox	1	
3	Electric panel box	1	
4	Circuit Breaker	2	
5	Switch up/down	1	
6	Cable	Per meter	
7	Receiver	1	
8	Remote	1	
9	Tag	1	
	Service of door	1	
	Hook Ram	4	
	<b>SMALL GARAGE DOOR SERVICE AND REPAIRS</b>		
	Sliding guides	2	
	Shaft	1	
	Roller drum	3	
	Lock pins	2	

	Winding Springs	2	
	Complete door panel	1	
	Door Lock pins	2	
	Door locks	1	
	Cover Canopy	1	
	Labour	*****	
	Transport	*****	
			<b>Total price for Year 1 (Including VAT)</b>

PLEASE INDICATE THE ESCALATION INDEX APPLICABLE (IF APPLICABLE) IN YEAR 2 .....

.....  
Signature of person authorized to sign a quotation

.....  
Date