

RATLOU LOCAL MUNICIPALITY



Tel: 018 330 7000
Fax: 018 330 7047
www.ratlou.gov.za

Postal Address

Private Bag X209
Madibogo
2772

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Prospective service providers are hereby requested to submit formal written price quotation as per attached specification.

DESCRIPTION : PROVISION OF CODE 14 LEARNERS LICENSE TRAINING & DRIVERS LICENSE ISSUING
TENDER NO : NW381/CORPS16-NOV-162016/2017 (RE-ADVERT)
DATE PUBLISHED : 02 FEBRUARY 2017
BRIEFING SESSION : N/A
EXTENDED CLOSING DATE: 15 FEBRUARY 2017
TIME : 11H00a.m
SUBMISSION ADDRESS : RATLOU LOCAL MUNICIPAL OFFICES
SETLAGOLE VILLAGE
TENDER BOX (GENERALLY OPENED 24 HOURS AND 7 DAYS PER WEEK)

The following documents should be submitted with your quotation:

- ❖ CSD Report
- ❖ Certified copy of BBEE Certificate
- ❖ Recent statement as proof of payment of municipal services (rates, taxes, water, etc.) for both the company and all the directors of the company;
- ❖ Recognisable proof of company addresses or lease agreement whichever applies obtainable from your local municipality, tribal office or landlord.
- ❖ Proof of residence of all directors as they appear on the company registration certificate obtainable from your local municipality or tribal authority not older than three months

NB No copies of certified copies will be accepted.

All certified copies should not be more than three months from the date of the advertisement.

The following conditions will apply:

- Price(s) quoted must be valid for a period of 45 days from date of your offer.
- Price(s) quoted must be inclusive of VAT (if registered).
- Quotation should be submitted with **MBD 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.
- **80/20 Preferential Points Systems will apply**
- **The price quotation is expected to be within a threshold of R30 000 and R200 000 including VAT**

N.B Failure to comply with these conditions may invalidate your offer.

E.N.
SK
K.P

N.B Failure to comply with these conditions may invalidate your offer.

SCOPE OF WORK LEARNERS LICENSE

Description	Code	Quantity	Duration
Learners license	14	5 employees	10 days
Booking for learners			
Issue of learners			
Learners license photo			

SCOPE OF WORK DRIVER'S LICENSE

Description	Code	Quantity	Duration
Drivers lessons	14	8 employees	10 days
Truck hire			
Booking for drivers			
Issue of driver's license			

FUNCTIONALITY

Confirmation Letters of similar Work Conducted (Confirmation letter should be in a letter head of your previous client) (50)

6 Confirmation letters or more	50
5 Confirmation letters	40
3-4 Confirmation letters	30
2 Confirmation letters	15
1 Confirmation letter	05
No Confirmation letters	00

Ability to deliver within specified time frame (Commitment letter in letter head of bidder) (20)

Delivery within 20 days	20
Delivery within 30 days	10
Delivery within 40 days	05
Delivery more than 40 days	00

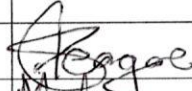
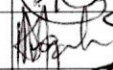


*C E.N.
K.P.G. SK
K.P.*

Relevant Experience in similar field of work (CV & qualifications to be attached of key personnel) (30)

7 years or more	30
5-6 years	20
3-4 years	10
1-2 years	05
No experience	00

NB: bidders who obtain less than 60% on functionality will be regarded non-responsive and will not be evaluated further.

MEMBERS OF THE SPECIFICATION COMMITTEE

NAME & SURNAME	DESIGNATION	SIGNATURE
K Phutieagae	Chairperson	
K Mongale	Member	
C Tjale	Member	
E Moroeng	Requesting Department	

Approved / ~~Disapproved~~


Glen Lekomanyane
Municipal Manager