

# 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 MODERATION SERVICE FOR 12 MONTHS
TENDER NO	: NW381/OM08-25 /2017/2018
DATE PUBLISHED	: 25 AUGUST 2017
BRIEFING SESSION	: N/A
CLOSING DATE	: 07 SEPTEMBER 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 BBBEE 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.

SK  
K.P  
MILC

### SCOPE OF WORK

Description	SAQA ID
<ul style="list-style-type: none"> <li>Development of Quality Management System at the three (3) Telecentres</li> </ul>	
<ul style="list-style-type: none"> <li>Assessments for the below mentioned qualification</li> </ul>	
<ul style="list-style-type: none"> <li>Moderation Service for National Certificate: Information Technology: End User Computing</li> </ul>	49077/61591

#### **FUNCTIONALITY**

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

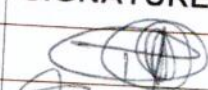
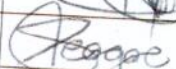
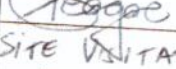

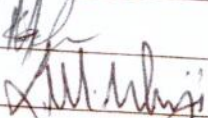
3 or more Confirmation letters	50
2 Confirmation letters	30
1 Confirmation letter	10
No Confirmation letters	00

#### **Qualification of Moderator**

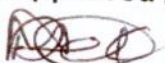
Junior Degree	50
Diploma Certificate	30
National Certificate	20
Matric Certificate	05
No certificate	00

**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
C Tjale	Chairperson	
K Phutieagae	Member	
T Seleka	Member	
K Mongale	SCM Practitioner	SITE VISITATION 
L Muji	Requesting Department	

Approved / ~~Disapproved~~



**Patience Lekgetho  
Acting Municipal Manager**