

RATLOU LOCAL MUNICIPALITY



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REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

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

DESCRIPTION : SUPPLY AND DELIVERY OF FURNITURE FOR A
GRADE "E" DRIVING LICENSE TESTING CENTRE
TENDER NO : NW381/COMSERV28-09/2021/2022
DATE PUBLISHED : 13 OCTOBER 2021
BRIEFING SESSION : N/A
CLOSING DATE : 22 OCTOBER 2021
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:

- ❖ Tax Compliance Status Pin in line with the latest tax reforms
- ❖ Proof of Business registration on Central Supplier Database
- ❖ Certified copy of BBBEE Certificate/ Original
- ❖ 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

❖ **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.
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NW381/COMSERV28-09/2021/2022 2021

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- Only locally produced goods or locally manufactured goods, meeting the minimum 100% threshold for local production and content will be considered.
- Price(s) quoted must be inclusive of VAT (if registered).
- Quotation should be submitted with **MBD 1,4,6.2 and its annexures(C,D&E),, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.
- The price quotation is expected to be within a threshold of **R30 000** and **R200 000** including VAT
- **80/20 Preferential Points System will apply.**
- **Bids will be evaluated on Returnable documents, Functionality and Price and Preferential points Phases.**

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

SCOPE OF WORK

SUPPLY AND DELIVERY OF FURNITURE FOR GRADE "E" DRIVING LICENSE TESTING CENTRE

The Learner's license class should be compromised of the following type of furniture:

- **Twelve (12) desks with 12 chairs** for candidates. Each candidate to sit not less than 1.5 meter from each other to allow the invigilator to move freely between the tables and desks and to adhere to COVID 19 protocols.
- A **bigger table and chair** for the examiner/invigilator.
- A **chalkboard and chalk** visible to all candidates to display an example of how the preferred answer is to be marked.
- A **wall clock with batteries** to be displayed on the wall in such manner that if visible to every candidate in the class.

FUNCTIONALITY

Confirmation Letters of similar Work Conducted – (Confirmation letter should be in a letter head of your previous client) 40

7 confirmation letters and more	40
4 – 6 Confirmation letters	25
1 – 3 Confirmation letter	10
0 Confirmation letter	00

Ability to deliver within specified time frame – (Commitment letter should be in the letter head of the bidder) 40

Delivery within 14 days	40
Delivery within 21 days	30
Delivery within 30 days	10
More than 30 days	00