

# RATLOU LOCAL MUNICIPALITY




Budget and Treasury:  
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Madibogo  
2772

## Budget and Treasury

SE TLA GOLA SE CHABA SE 

### 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 ASSESSMENT AND MODERATION SERVICES FOR NATIONAL CERTIFICATE – INFORMATION TECHNOLOGY: END USER COMPUTING FOR 2019/20 ACADEMIC YEAR
TENDER NO	: NW381/OM06-08/2019/2020
DATE PUBLISHED	: 26 AUGUST 2019
BRIEFING SESSION	: N/A
CLOSING DATE	: 04 SEPTEMBER 2019
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:

- ❖ Valid Tax Clearance Certificate/ 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.
- Price(s) quoted must be inclusive of VAT (if registered).
- Quotation should be submitted with **MBD 1, 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.

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- 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.

**PROVISION OF ASSESSMENT AND MODERATION SERVICES FOR NATIONAL CERTIFICATE – INFORMATION TECHNOLOGY: END USER COMPUTING FOR 2019/20 ACADEMIC YEAR**

<b>NUMBER</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>
1.	Training Manuals for National Certificate: End User Computing	
2.	Assessment	Programme has 134 Credit x80 Students
3.	Moderation	Programme has 134 Credit x80 Students
4.	Quality Management System for Telecentres	QMS Procedures for National Certificate: End User Computing

**Special conditions of contract**

- **The contract period will be for 12 months.**
- **The successful bidder will be required to do 4 site visits at the 3 Telecentres until the period of 12 months expires.**

**FUNCTIONALITY**

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

9 Confirmation letter letters and more	40
7 – 8 Confirmation letter	30
5 – 6 confirmation letters	20
3 – 4 Confirmation letters	10
1 – 2 Confirmation letter	05
0 Confirmation letter	00


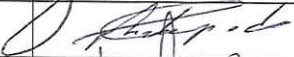
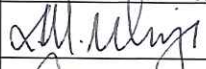
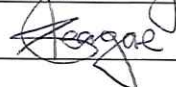
**Registration with statutory bodies 40**

Registration with MICT SETA	40
No registration with MICT SETA	00

<b>LOCALITY – OF THE BIDDER</b>	<b>20</b>
Within Ratlou	20
Within Ngaka Modiri Molema	15
Within North West Province	10
Outside the Province	05

**NB: Bidders who obtain less than 70% on functionality will be regarded as non-responsive and will not be evaluated further.**

**MEMBERS OF THE SPECIFICATION COMMITTEE**

<b>NAME &amp; SURNAME</b>	<b>DESIGNATION</b>	<b>SIGNATURE</b>
M Shomolekae	Chairperson	
L Tselapedi	Member	
L Muji	Requesting Department	
K Phutieagae	SCM Practitioner	

Approved / ~~Disapproved~~

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 Tebogo Chanda  
 Municipal Manager