

RATLOU LOCAL MUNICIPALITY



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Office of the Municipal Manager

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

TENDER NO : NW381/OM21-06/2018/2019

DATE PUBLISHED : 21 JUNE 2019

BRIEFING SESSION : N/A

CLOSING DATE : 28 JUNE 2018

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

NUMBER	DESCRIPTION	QUANTITY
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



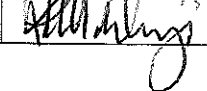
Registration with MICT SETA	40
No registration with MICT SETA	00

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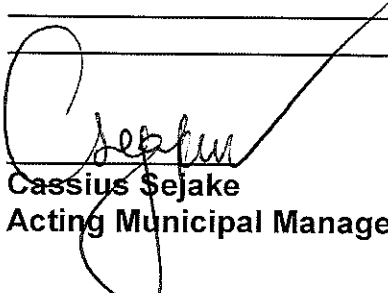
LOCALITY – OF THE BIDDER	20
Within Ratlou	20
Within Ngaka Modiri Molema	15
Within North West Province	10
Outside the Province	05

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

NAME & SURNAME	DESIGNATION	SIGNATURE
K. Phutieagae	Chairperson	
J Leoko	Member	
L Muji	Requesting Department	

Approved / ~~Disapproved~~



Cassius Sejake
Acting Municipal Manager