

# 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	: PROVISION OF ASSESSMENT AND MODERATION SERVICES FOR NATIONAL CERTIFICATE – INFORMATION TECHNOLOGY: END USER COMPUTING FOR 2024/25 ACADEMIC YEAR
TENDER NO	: NW381/OM08-13/2024/2025
DATE PUBLISHED	: 15 AUGUST 2024
BRIEFING SESSION	: N/A
CLOSING DATE	: 23 AUGUST 2023
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).

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NW381/OM08-13/2024/2025

*J.F.*  
*T.M L.*  
*ML*

- Quotation should be submitted with **MBD 1, 4, 6.1 as attached, 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 R300 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 2024/25 ACADEMIC YEAR**

NUMBER	DESCRIPTION	QUANTITY
1.	Training Manuals for National Certificate: End User Computing	87 St
2.	Assessment	Programme has 134 Credit x87 Students
3.	Moderation	Programme has 134 Credit x87 Students
4.	Provision of Quality Management System for Accreditation of Telecentres for QCTO	QMS Procedures for National Certificate: End User Computing

**Special conditions of contract**

- **The successful bidder will be required to do 4 site visits at the 3 Telecentres until the period.**

**FUNCTIONALITY**

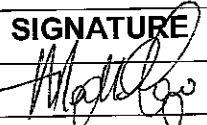


<b>Confirmation Letters of similar Work Conducted – (Confirmation letter should be in a letter head of your previous client)</b>	<b>40</b>
5 Confirmation letters and more	40
4 Confirmation letter	30
3 confirmation letters	20
2 Confirmation letters	10
1 Confirmation letter	05
0 Confirmation letter	00
<b>Registration with statutory bodies</b>	<b>40</b>
Registration with MICT SETA	40
No registration with MICT SETA	00

*Handwritten signatures:*  
 F.F.  
 L.  
 T.M.  
 ML

<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**

NAME & SURNAME	DESIGNATION	SIGNATURE
T. Matlhoko	Chairperson	
F Lekoto	Member	
L Muji	Requesting Department	

Approved / ~~Disapproved~~

*All BEM processes to be followed*

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**Lloyd Leoko**  
**Municipal Manager**

# RATLOU LOCAL MUNICIPALITY



**MBD 6.1**

## **PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

### **1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:  
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 a) The applicable preference point system for this tender is the 80/20 preference point system.  
b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

The maximum points for this tender are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

1.4 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

***(Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Means of Verification
BBBEE Level 01		10			Proof of resident from the Municipality or Traditional Council (not older than three month from closing date) of a Bidder
BBBEE Level 02		04			ID Copies, CSD Report, Original/Certified copy of BBBEE
50% or more owned Youth Business		03			ID Copies, CSD Report
50% or more owned Women Business		03			ID Copies, CSD Report

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name \_\_\_\_\_ of  
 company/firm.....

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**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

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