



## Ditsobotla Local Municipality

P.O.BOX 7, LICHTENBURG, 2740

CNR DR NELSON MANDELA DRIVE

TRANSVAAL STREET, CIVIC CENTRE

Enquiries: Aobakwe Sekese

Tel : 018 633 3834

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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 INSTALLATION OF AIR CONDITIONERS :ITSOSENG LIBRARY**

*QUOTE NO: DLM/SCM/35/2016*

**DATE PUBLISHED : 30 NOVEMBER 2016**

**CLOSING DATE : 14 DECEMBER 2016**

**CLOSING TIME : 12H00**

#### **SUBMISSION ADDRESS:**

Tenders should be sealed in an envelope addressed to: The Municipal Manager, Ditsobotla Local Municipality, P.O. Box 7 Lichtenburg 2740 and marked with the applicable Bid number ,and deposited in the tender box placed at First Floor, Office No. 12 before **12H00, 14 December 2016**. Telegraphic, telephonic, facsimile, e-mail and late bids will not be accepted.

#### **The following documents should be submitted with your quotation**

Valid Original Tax Clearance Certificate

- Business Registration Certificate
- Bank Confirmation Letter
- Copy of CSD Registration Summary Report
- Certified copy of BBB-EE Certificate or Original
- Municipal Account
- Proof of residence of all directors as they appear on the company registration certificate obtainable from local municipality or tribal authority
- Certified copies of identity documents (IDs) of directors/members
- NB copies of certified copies will not be accepted.

The following conditions will apply:

- Price(s) quoted must be valid for a period of 30 days from the closing date of the quotation.
- Price(s) quoted must be inclusive of VAT (if registered)
- Quotation should be submitted with MBD 4, 7.1, 8 and 9 obtainable from Ground floor, Room 12
- The price quotation is expected to be within a threshold of R30 000 and R200 000 including VAT.
- Council is not bound to accept the lowest or any bids.
- No late/emailed/faxed bids will be accepted.
- Sealed quotation must be deposited at tender box

NB Failure to comply with these conditions may invalidate your offer.

**SPECIFICATIONS FOR SUPPLY AND INSTALLATION OF AIR CONDITIONING  
:ITSOSENG**

DESCRIPTIONS	QUANTITY
STUDY ROOM To supply, install and commission Duhman-Bush 24000 Btu (410a FIXED speed) mid-wall with the heating and cooling.	2
LIBRARY To supply, install and commission Duhman-Bush 24000 Btu (410a FIXED speed) ceiling cassette unit with heating and cooling.	3

**FUNCTIONALITY**

- The bidder should provide proof of previous deliveries/orders of related goods to a public entity and reputable institutions.
- Number of appointment letters or orders from previous clients
 

<input type="radio"/> 5 and more	50
<input type="radio"/> 4	40
<input type="radio"/> 3	30
<input type="radio"/> 2	20
<input type="radio"/> 1	10
<input type="radio"/> 0	0

Ability to deliver within the specified timeframe (Commitment letter)

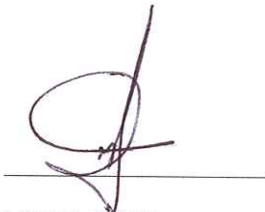
- |                                               |    |
|-----------------------------------------------|----|
| <input type="radio"/> Delivery within 30 days | 50 |
| <input type="radio"/> Delivery within 45 days | 30 |
| <input type="radio"/> Delivery within 60 days | 20 |
| <input type="radio"/> More than 60 days       | 0  |

**NB Failure to deliver within specified days may result to a termination of contract**

**NB Bidders should have 60% or more to be evaluated further.**

**EVALUATION CRITERIA**

- ✓ Bids will first be evaluated on returnable documents e.g. (tax clearance and proof of residence) failure to submit one of the shortlisted returnable documents will be disqualified.
- ✓ On functionality bidders must score 60% or more to be evaluated further on price and preferential points.
- ✓ 80/20 preferential points system will be used as specified on PPPFA 2000 and Preferential Procurement Regulations 2011



MR M. JUTA

ACTING MUNICIPAL MANAGER