



# 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: SERVICE OF FIRE EXTINGUISHERS

*QUOTE NO: DLM/SCM/04/2018/19*

**DATE PUBLISHED : 05 NOVEMBER 2018**  
**CLOSING DATE : 12 NOVEMBER 2018**  
**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, 12 NOVEMBER 2018**. Telegraphic, telephonic, facsimile, e-mail and late bids will not be accepted.

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

- Business Registration Certificate
- Bank Confirmation Letter
- Valid original tax clearance certificate
- 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.
- All certified copies should not be more than three months from the date of the advertisement
- Company (Business) profile

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 6
- 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 SERVICING FIRE EXTINGUISHERS**

<b>QTY</b>	<b>TYPE</b>	<b>SIZE</b>
4	DRY CHEMICAL POWDER	25 KG
19	CARBON MONOXIDE	4.5 KG
26	CARBON MONOXIDE	9 KG
11	ABC 2A/2B	4.5 KG
4	CARBON DIOXIDE	9 KG
8	DRY CHEMICAL POWDER	9 KG

### **FUNCTIONALITY**

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

○ 5 and more	30
○ 3 and more	20
○ 1 and more	10
○ 0	
  
  2. Locality (Business)
 

Provide the municipal rates and taxes account from where the company resides/valid lease agreement

○ Ditsobotla local municipality area	50
○ NMMDM	15
○ North West province	10
○ Outside North West Provide	5

Ability to deliver within the specified timeframe(Commitment letter)

- |                                |    |
|--------------------------------|----|
| ○ Delivery within 5 days       | 30 |
| ○ Delivery within 7 days       | 20 |
| ○ Delivery within 10 days      | 10 |
| ○ 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
- ✓ 80/20 preferential points system will be used as specified on PPPFA 2000 and Preferential Procurement Regulations 2011

**MR L RALEKGETHO  
MUNICIPAL MANAGER**