



MOHOKARE
LOCAL MUNICIPALITY



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REQUEST FOR QUOTATIONS

SERVICE PROVIDER TO CONDUCT A PROCESS AUDIT IN LINE WITH THE BLUE DROP REGULATION FOR MOHOKARE WATER TREATMENT PLANTS

SCM CONTACT PERSON:	Mr. P Lesenyeho
TELEPHONE NUMBER:	(061) 267 1582
E-MAIL ADDRESS:	pule@mohokare.gov.za
TECHNICAL ENQUIRIES/ADDITIONAL INFORMATION:	Manager: Water and Sanitation tlohelangt@mohokare.gov.za (064) 247 9100
SUBMISSIONS:	Sealed quotations clearly marked, "SCM/MOH/03/RFQ/2023 SERVICE PROVIDER TO CONDUCT A PROCESS AUDIT IN LINE WITH THE BLUE DROP REGULATION FOR MOHOKARE WATER TREATMENT PLANTS", can be submitted: By hand to: Mohokare Local Municipality Hoofd Street Zastron 9950 Bid documents must reach the Municipal Tender Box before the Closing date and time.
REFERENCE NUMBER:	SCM/MOH/03/RFQ/2023
BID VALIDITY PERIOD:	120 days (Commencing from the RFQ closing date)
ADVERTISEMENT DATE:	10/03/2023
CLOSING DATE:	20/03/2023
CLOSING TIME:	16:00
COMPULSORY SITE MEETING :	None

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT,2000

This request for quotation is subject to the terms of the Preferential Procurement Policy Framework Act,2000:Preferential Procurement Regulations,2022 It is solely the responsibility of aspirant vendors who desire to avail themselves of the preferences available under this policy to familiarise themselves of its contents and to make such claims for preference. (Copies of the Policy may be obtained from the Supply Chain Management Unit or downloaded from National Treasury website: www.treasury.gov).



NB!! BBEE CERTIFICATES FROM ACCREDITED RATING AGENCY AND SUFFICIENT PROOF TO CLAIM POINTS FOR SPECIFIC GOALS TO BE ATTACHED TO QUOTATION IF YOU WISH TO CLAIM PREFERENCES IN TERMS OF THE ABOVE MENTIONED REGULATION.

Scope Of Work

SERVICE PROVIDER TO CONDUCT A PROCESS AUDIT IN LINE WITH THE BLUE DROP REGULATION FOR MOHOKARE WATER TREATMENT PLANTS

<u>Item</u>	<u>Desceiption</u>	<u>Price</u>
1.	Service required <ul style="list-style-type: none"> ➤ A qualified service provider to provide training for at least 3 to 6 months ➤ Develop a monitoring Inventory system for record keeping of delivery (allocation of chemical per plant) ➤ Calculate the rate of usage per day to analysis the usage ➤ Place measures to explain chemical performance (Standard Operating Procedure) ➤ Prepare a guideline on monitoring ➤ Review and analyse the ageing of infrastructure which may be key condition of poor performance ➤ Process audit MUST be conducted in order to ascertain the extent of the amount of work required 	
2.	Delivery costs <ul style="list-style-type: none"> • Traveling • Accommodation 	

The following conditions will apply:

- The price quoted must be firm and must be inclusive of VAT when applicable.
- Quotations must be submitted on your company official documentation with letterhead alternatively signed and stamped
- Attach certified B-BBEE certificate issued by SANAS accredited agencies or Certifite Sworn Affidavit when applicable to qualify for points.
- Attach proof that the supplier meets the criteria of specific goals listed below to qualify for point
- Original Tax Clearance Certificate or Sufficient Evidence that Tax matters are in order with SARS must be attached.
- Attach CSD report not older than three months.
- Only an official order and oppointment letter will bind the municipality.

**Attach and complete following documents obtainable from the municipal website
(Failure to do so will result in your bid be disqualified)**

- MBD4 (Declaration of Interest)
- MBD8 (Declaration of Bidder's Past Supply Chain Management Practices)
- MBD9 (Certificate of Independent Bid Determination)

NB: The following shall not be considered:-

- Quotations received after the closing date and time determined here-in.
- Quotations of which the envelopes have not been duly marked for identification.
- Telegraphic, faxed and telephonic tenders or those completed in pencil.
- Tenders listed in the National Treasury's register of defaulters

Evaluation Criteria

- No Functionality criteria will be applicable.
- The final evaluation will be done in terms of the Mohokare's Preferential Procurement Policy which states 80 for price and the remaining 20 for B-BBEE(10 points) and Specific goals(10 points)

Evaluation Criteria for Specific goals

Specific goal	Total Points
Local Area of service Mohokare Local Municipality = 5 Xhariep District= 4 Free State= 3 Outside Free State= 2	5
Black owned	5

There will **no public opening** of the quotations received and there will be no discussions with any bidder until evaluation of the bid has been completed.

Vendors Registration:

It is the responsibility of the service provider to ensure that he/she is registered on CSD before submitting the Bid document.

No Orders may be issued if a Supplier is not registered on Municipal Supplier Database.

NOTE: "The Municipality may not necessarily accept the lowest or any other offer, and reserves the right to select in its favour any, all, or no portion of any offer made."

NB: No quotations will be considered from persons in the service of the state

**MSCM Regulations: "in the service of the state" means to be –*

(a) a member of –

(i) any municipal council

(ii) any provincial legislature; or

(iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the PFMA, 1999

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature

Yours Faithfully

Mr. M.J Kanwendo
Municipal Manager