



# MOQHAKA LOCAL MUNICIPALITY




## REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS (Over R30 000.00 up to a transactions value of R200 000.00 VAT included)

REFERENCE NUMBER: 1/1/1/2019-20

CLOSING DATE: 22 JULY 2019

CLOSING TIME: 12:00 PM

NON-REFUNDABLE FEE: **R 150.00**

Description	Contact Person																
<p><b><u>INVESTMENT PROPERTY VALUATION</u></b></p> <p>The Moqhaka Local Municipality hereby invites suitably qualified and interested professional service providers for the valuation of investment properties for 30 June 2019.</p> <p>In terms of GRAP 16(38) it requires all entities to determine the fair value of investment property, for the purpose of either measurement (if the entity uses the fair value model) or disclosure (if it uses the cost model). An entity is encouraged, but not required, to determine the fair value of investment property on the basis of a valuation by an independent valuer who holds a recognized and relevant professional qualification and has recent experience in the location and category of the investment property being valued.</p> <p><b>The service provider is expected to provide the municipality with valuation report on 11586 properties (ANNEXURE WILL BE MAILED)</b></p> <p>COMPANY EXPERIENCE Service providers are required to have knowledgeable experience and expertise with regards to Property Valuation. Bidder are to have at least three completed projects of similar nature.</p>	<p>Ms. I Mokheseng Tel: 056 216 9142 Email: irenem@moqhaka.gov.za</p>																
<table border="1"> <thead> <tr> <th data-bbox="103 1187 359 1265">Name of institution</th> <th data-bbox="359 1187 606 1265">Name of project</th> <th data-bbox="606 1187 853 1265">Contact Person</th> <th data-bbox="853 1187 1109 1265">Project start/end date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name of institution	Name of project	Contact Person	Project start/end date													
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<p>N.B: Above table should be completed with proof of similar works done. Failure to complete the table and make the necessary attachments will lead to the disqualification of the quote as non-responsive.</p>																	
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KEY PERSONNEL Service Providers are required to list the key personnel along with their qualifications and registrations that will be working on this project.

No	Designation	Surname & Names	Qualification

N.B: CVs of the key personnel are to be attached. Failure to complete the table and make the necessary attachments will lead to the disqualification of the quote as nonresponsive.

The following conditions to quotation exist:

1. The Municipal Supply Chain Policy will apply ( Available at [www.moghaka.gov.za](http://www.moghaka.gov.za) );
2. Bidders who do not have BBBEE Certificates will not be disqualified;
3. Bidders should ensure that quotations are delivered timeously to the correct address as indicated below. If the bid is late, it will not be accepted for consideration. **Telephonic, facsimile, electronic/emailed and late quotations will not be accepted.**
4. All prices must **include VAT**;
5. Quotations will be evaluated according to the 80/20 points system as stipulated in the Preferential Procurement Regulations of 2017 that was promulgated by the Minister of Finance on 20 January 2017 in Government Gazette No 40553.
6. The quotation must be properly received in a sealed envelope which must clearly indicate the description of the bid, the bid number and the name and postal address of the bidder on the outside of the sealed envelope. Unmarked bids will not be taken into consideration and will be returned;
7. The lowest or any quotation shall not necessarily be accepted and the Municipality reserves the right to accept any part of the quotation;
8. Quotations submitted are to hold good for the period up until to 90 days;
9. Do not dismember this Quotation Document (do not take it apart or put documents between its pages);
10. All other documents of the submission must be attached behind this bid document;

Please attach the following **COMPULSARY DOCUMENTS:**  
(Failure to submit the below mentioned documents will result in **immediate disqualification**)

1. Copy of company registration (CIPC-CK) documents that reflect company name, registration number, date of registration and active directors or members;

2. Certified copy of ID documents of the active directors or members which is not older than three (3) months (90 days);
3. Bidders must submit an original or originally certified copy of SANAS Accredited Broad-Based Black Economic Empowerment (B-BBEE) Status Level Certificate or the B-BBEE Sworn Affidavit which is signed by the commissioner of oaths or B-BBEE from IRBA will be acceptable. (Non-compulsory, failure to submit will result in no points awarded).
4. An original and valid tax clearance certificate or tax compliance status reference pin issued by SARS must be attached to this bid document;
5. The bidding entity as well as all its directors must submit the Municipal rates and taxes statement, which is not older than three (3) months / 90 days in arrears or valid lease agreement which is in the name of the business and, which must stipulate the responsibility of payment of municipal services.
  - 5.1 If the responsibility of payment of municipal services is that of the tenant / lessee, please provide proof of payment of those services.
  - 5.2 If the business operates from the different address as per the CIPC document, an affidavit certified by the commissioner of oaths must be attached.
  - 5.3 If the statement is in the Landlord's or Director's name an affidavit certified by the commissioner of oaths must be attached.
6. The Central Supplier Database (CSD) registration summary report. **NO AWARD WILL BE MADE TO A SUPPLIER WHO IS NOT REGISTERED ON THE CSD.**
7. The following completed and **signed documents to the bid:** (Obtainable from the SCM section After paying the non refundable fee of **R150.00**).
  - 7.1 MBD 1: Invitation to tender;
  - 7.2 MBD 4. Declaration of Interest;
  - 7.3 MBD 6.1 Preferential Points;
  - 7.4 MBD 8: Declaration of bidders past supply chain management practices
  - 7.5 MBD 9: Certificate of independent bid determination.

**If the MBD forms are not completed & submitted, your quotation will be rejected.**

8. Delivery charges **MUST** be included in the price for "Supply and Delivery of Goods" or it should be clearly indicated.
9. In terms of Joint Venture: bidders must attach a joint venture agreement;
10. Municipality will only communicate the outcome of the bid with successful bidder and more information can be obtained from the municipality website;

**NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 27636 DATED 30 MAY 2005.**

#### **SUBMISSION DETAILS**

The quotation and supporting documents sealed in an envelope and **externally endorsed with the relevant quotation number and description** and placed in a bid box, on the Ground Floor, Municipal Building, Hill Street, Kroonstad.

#### **CONTACT DETAILS FOR ENQUIRIES**

All enquiries pertaining to Supply Chain Management Matters contact 056 216 9183 / 9143.  
For Technical, queries contact Ms I Mokheseng at 056 216 9142.