



MORETELE LOCAL MUNICIPALITY

REQUESTION FOR QUOTATION FORM

RFQ 07: MLM/HR/CLEANING/MATERIAL/AUG- 2023 – SUPPLY AND DELIVERY OF CLEANING MATERIALS

NAME OF BIDDER:

CENTRAL SUPPY DATABASE REGISTRATION NO: MAAA.....

TOTAL BID PRICE (Incl. VAT)

R _____

Attachment to the document:

Annexure A – MBD 4 DECLARATION OF INTEREST

Annexure B – MBD 8 DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES



1. BILLING QUATITIES

MORETELE LOCAL MUNICIPALITY VAT NO: 4030197299

BIDDERS NAME :

BIDDERS VAT :

SPECIFICATION: SUPPLY AND DELIVERY OF CLEANING MATERIALS

Specifications for cleaning material

ITEM NO.	ITEMS	QUANTITY	UNIT PRICE	TOTAL AMOUNT
1.	5L THICK BLEACH	25		
2.	POLISH FOR FURNITURE 400 ML	90		
3.	5L PINE GEL	100		
4.	750ml DISH WASHING LIQUID	40		
5.	2kg WASHING POWDER	8		
6.	TISSUES 2 PLY	24's X 300		
7.	5L HAND WASH	25		
8.	750ML TOILET BOWL CLEANER	6's X 25		
9.	SOFT COLOR BROOMS 305MM ACADEMY	40		
10.	BIG MOPS/ FOR TROLLEY	20		
11.	SMALL MOPS	30		
12.	MULTI INSECT POWDER 100g	40		
13.	DUSTPAN & BUSH SET	10		
14.	MICROFIBRE GLASS CLOTH 40x 40CM ASSORTED COLOURS	40		
15.	SINGLE MOP BUCKET TROLLEY 30L	10		
16.	SILICONE RUBBER GLOVES	30		
17.	750ml DOMESTOS	40		



18.	DISH CLOTH MEDIUM 10'S	5 PKT		
19.	URINAL BLOCKS 5KG	10 BUCKETS		
20.	5L CLORININE FOR BLOCKING OF TOILETS	10 BUCKETS		
21.	TOILETS BRUSH SET	10		
22.	REFUSE BAGS SMALL & BIG	60		
23.	FEATHER DUSTER LONG AND SHORT (15 EACH)	30		
24.	500ml DOOM SPRAY	50		
25.	750ml JEYES FLUID	30		
26	OFFICE DUST BIN (Plastic medium)	10		
	VAT			
	TOTAL AMOUNT			

BIDDERS SIGNATURE



2. RETURNABLE SCHEDULES, FORMS, CERTIFICATES AND DOCUMENTS REQUIRED FOR BID EVALUATION PURPOSES

1. Company profile
2. Certified Identity Document of Directors
3. Company Registration document
4. Certified B-BBEE Status Level Validation Certificate / Certified B-BBEE status level sworn affidavit
5. Municipal rate and taxes not older than three months/ Lease agreement
6. Central supply database summary report
7. Proof of bidder's banker
8. Evaluation criterion: 80/20
 1. Price: **80**
 2. Preferential points = **20**, where municipal specific goals will be as follows:
 - Women empowerment: **05**
 - Youth empowerment: **05**
 - Locality according to municipal accounts: **05**
(Moretele LM: **05**, Bojanala Platinum District: **04**, Northwest Province: **03** and outside North West: **01**)
 - B-BBEE: **05**



ANNEXURE A

MBD 4

DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state¹.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, shareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM 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 Public Finance Management Act, 1999 (Act No.1 of 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.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.



3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.
.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars
.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.
.....
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.
.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:
.....
.....



4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder



MBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>



4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
 FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN
 AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder