



# MALUTI-A-PHOFUNG MUNICIPALITY

## MASEPALA wa MALUTI-A-PHOFUNG

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NOTICE NUMBER: SCM/FS28/2012/2013

Date: 11<sup>th</sup> April 2013

Dear: Service provider

### Request for Formal Written Quotation

Kindly furnish Maluti - a - Phofung Municipality with a written quotation for the supply of the goods / services as detailed on the below schedule.

### PROCUREMENT OF A SERVICE PROVIDER: ACTUARIAL VALUATION OF THE POST EMPLOYMENT MEDICAL SUBSIDY AND LONG SERVICE BONUS AWARD FOR PERIOD OF 3 YEARS

- **Detail Specification, returnable forms MBD and General Conditions of Contract (GCC) are obtainable from Supply Chain Management Unit Office at R 100.00**

The quotation must be placed submitted on the letterhead of your business and can be delivered by hand not later than the **18<sup>th</sup> April 2013 before 14h00 to: Supply Chain Management Unit Office of Maluti - a - Phofung Municipality (Phuthaditjhaba) Bid box "C"**.

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The following condition will apply:

- Copy of company profile and proposal be attached
- Prices quoted must be valid for at least (30) days from the date of your offer.
- Prices quoted must be firm and should clearly indicate whether price is vat inclusive or vat exclusive.
- NB: Please indicate the period of delivery on your quotation which should be regarded as binding if you win this award.
- **For all transaction exceeding R 30 000.00 your Valid original tax clearance certificate must be attached.**
- **Certified copy by (SAPS)** of company registration reflecting equity owned by the members must be attached.
- **Must complete the municipal rates and taxes clearance form in order for the quotation to be considered.**
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the Preferential Procurement Policy framework Act No 5 of 2000 and for this purpose the enclosed

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**WORK TO SERVE**

**Cnr Moremoholo & Motloun Streets, Setsing Business Centre Phuthaditjhaba  
Private Bag X805, Witsieshoek, 9870. Tel: 058 718 3700. Fax: 058 718 3773/5/6/7**



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forms MBD 2, MBD 4, MBD 6.1, MBD 6.2 MBD8 & MBD9 must be scrutinized, completed and submitted together with your quotation.

### **POINTS ALLOCATION FOR 80/20 PRINCIPLE:**

❖ PRICE	80
❖ B-BBEE STATUS LEVEL CONTRIBUTION	20

### **Functionality**

❖ Experience	40
❖ Capacity	30
❖ Affiliated with professional body	30

Total functionality **100**

Local content **100**

**Total 100**

### **Please note:**

- The minimum score for functionality and local is 70 points, the bidder who scores less than the minimum score will not be considered for further evaluation.

**NOTE: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE**

**NB: No quotation will be considered from persons in the services of the state.**

Failure to comply with these conditions may invalidate your offer.

Yours Faithfully

**J. MATLAKALA**  
Acting Chief Financial Officer

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### **TERMS OF REFERENCE**

- Member data analysis and reconciliation;
- Liability valuations for the each financial year within the year it occurs
- Calculation of company annual expenses (service and interest cost) for the each financial year within year it occurs
- Actuarial gains and losses
- Projection of annual expenses and liabilities for subsequent year, when a valuation is completed, for budgeting purposes

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