

DEPARTMENT OF PUBLIC WORKS

REQUEST FOR APPROVAL OF THE PROCURMENT STRATEGY: QUOTATIONS

To: District Head/ Deputy Manager Technical Services
Project Title:

WIMS no:		ZNQ no:	
Project Manager:		District:	
E-mail:		Cellular phone no:	
Telephone no:		Fax no:	

CATEGORY:

- ☐ **Engineering and Construction Works**

1. THRESHOLD VALUE

<input type="checkbox"/> R 10 000 – R 500 000

1.1 Estimate Value: R

2. CIDB CONTRACTOR GRADING DESIGNATION (e.g. 1GB)

3. FORM OF CONTRACT:

- ☐ **JBCC Minor Works Agreement**

4. QUOTATION CRITERIA

4.1 Approval is hereby requested for the following procurement procedure:
(If Negotiated Procedure is requested, it must be fully motivated in a separate attachment)

- ☐ Negotiated Procedure
- ☐ Nominated Procedure
- ☐ Open Procedure
- ☐ Qualified Procedure

4.2 The following Evaluation Method for responsive Quotations will be applicable:

- ☐ Method 1 (Financial offer)
 - ☐ Method 2 (Financial and Preference offer)
 - ☐ Method 3 (Financial and Functionality)
 - ☐ Method 4 (Financial, Functionality and Preference offer)
- (Method 2 only unless projects are complex design and build where quality is of paramount importance then Select Method 4)*

4.3 The following preference points scoring system is applicable for this quotation:

80/20 Preference points scoring system
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uMnyango WezemiSebenzi / Departement van Werke

4.3.1 Indicate the price/ functionality weightings applicable to this quotation. (To be utilized only if method of evaluation includes functionality)

	Weighting percentage
Price:	
Functionality: N/A	

4.3.2 Indicate the functionality criteria applicable to this quotation.

Functionality criteria	Weighting Factor
N/A	
Total	

(Weighting will be multiplied by the scores allocated during the evaluation process to arrive at the total functionality points)

Minimum functionality score to qualify for further evaluation	N/A
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(Total minimum qualifying score for functionality is 50%, unless motivated otherwise to the Bid Committee)

4.3.3 The following goals will be utilized for the 80/20 preference point system:

	Max Points	Percentage
	20	

(Note Max Points = 20 for the 80/20 preference point system. utilize percentage in quotation document)

5. QUOTATION VALIDITY PERIOD

<input type="checkbox"/>	60 days
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6. ADDITIONAL COMMENTS (if applicable)

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7. COMPILED BY

Name of Project Manager	Signature	Date

8. SUPPORTED BY

Name of Supervisor	Signature	Date

9. PROCUREMENT STRATEGY APPROVED

District Head/ DM: Technical Services	Signature	Date