



Request for Quotation Document (RFQ)

RFQ Description:	Staff Transport – Witbank for three Months
RFQ No:	AE/QUO48/2021
Closing Date:	23 September 2021

1. KEY DATES AND ACTIVITIES

The table below lists certain key dates and activities relevant from time of publishing of the RFQ up until the closing date for questions:

No	Description	Start Date/ Time
1.	RFQ is published	16 September 2021
3.	Bidders to submit written questions relating to RFQ	22 September 2021
4.	Closing dates for questions	23 September 2021

2. BACKGROUND

Vlaktefontein Mine is a coal mine situated 7km outside of Ogies town in the Mpumalanga Province of South Africa. It is the first coal mine owned and operated by African Exploration Finance and Mining Corporation (AEMFC), a State-owned mining company.

3. SCOPE OF WORK (SOW)

AEMFC would like to appoint a service provider to transport its employees to and back from work in the Witbank areas.

- a. Provision of two (2) x twenty-two (22) seater buses for transportation of employees between Witbank area and Vlaktefontein Mine daily.

5. DURATION OF THE SERVICE

The duration of the transport service is for three months.

7. WORKING SCHEDULE

The working schedule at the mine is as follows:

06H00 am – 06H00 pm

06H00 pm – 06H00 am

Monday - Sunday

8. SUBMISSION

Quotations must be emailed to quotations@aemfc.co.za Suppliers are requested to submit the following documents:

- **A certified copy of B-BBEE certificate or Sworn Affidavit for EMEs and QSEs**
- **Central Supplier Database (CSD) report**

9. EVALUATION CRITERIA

9.1. FUNCTIONALITY- PHASE 1

Minimum threshold value of **95** should be obtained by the service providers to qualify for the second phase.

EVALUATION CRITERIA	SCORE
1. The Service Provider must be a member of the Witbank Taxi Association. NB: - provide copies of membership with Association = 40 - Failure to attach copies of membership with Association will result in bidder scoring zero= 0	35
2. The Service Provider must be in possession of the valid Public Liability Insurance. - provide copies of valid Public Liability Insurance = 20 - Failure to attach copies of valid Public Liability Insurance will result in bidder scoring zero = 0	20
3. The drivers of the bidder must be in possession of the valid public drivers permit (PDP) - provide copies of valid PDP permits = 20 - Failure to attach copies of valid PDP permits will result in bidder scoring zero = 0	20
4. The bidder must produce valid roadworthy certificates of the vehicles to be used. - provide copies of valid roadworthy certificates = 20 - Failure to attach copies of valid roadworthy certificates will result in bidder scoring zero = 0	20
5. Experience in transportation of staff - the bidder must provide reference of experience for current or previous experience signed by previous or current clients = 5 - Failure to provide a reference letter = 0	
Minimum Threshold	95
Total Points	100

NB: Should the supplier score zero points in any of the evaluation criteria will lead to the bidder being disqualified.

5.1 PRICE AND B-BBEE – PHASE 2

Price Quotations will be evaluated in accordance with the Preferential Procurement Policy Framework Act (PPPFA), using the 80/20 preference point system, where 80 points will be for price and the remaining 20 will be for B-BBEE Status of Level of contribution.

B-BBEE Status Level of Contribution	Number of Points (80/20)
1	20
2	18
3	14
4	12
5	8
6	6

7	4
8	2
Non-compliant contributor	0

10. THE PRICE QUOTATION

6.1 Quotation to be in Rands.

6.2 Price quoted must include **VAT (If applicable)**.

6.3 The price must be in accordance with the Bill of Quantities (BOQ) provided as Annexure A

6.4 Bids will be valid for 60 days.

6.5 Quotation to be submitted in the Company's letter head.

Originator:

Date

Approved by:
