



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY –

TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *26/08/2019*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6362/61*
REF : *136088*

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than **03/09/2019 at 12HOO**

| QUANTITY | Description | PRICE/UNIT (Inc .VAT) | DELIVERY PERIOD |
|-----------------|---|----------------------------------|----------------------------|
| 2 | Tents | | |
| | 1 VIP Tent to accommodate 150 people Deco and Drapping | | |
| | 1 General Public to accommodate 250 people | | |
| | From : 05-07 September at Bollanoto Information Center | | |
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Please number your quotes (Your Ref no)

The following conditions will apply:

- *Price (s) quoted must be valid for at least thirty (30) days from date of your offer.*
- *The municipality retains the prerogative to reject any quotes it deems to be excessive*
- *A firm delivery period must be indicated.*
- *Tax Clearance Certificate*
- *A service provide be registered with central supplier database (CSD)*
- *Registered with CIPRO (CK 1 or 2 document)*
- *BBBEE Certificate certified by a SANAS accredited institution.*
- *Completed MBD4 (Declaration of Interest) Form*

Fill in and Return the Declaration of Interest Form.



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DIRECTORATE COMMUNITY AND SOCIAL SERVICES

TRAFFIC AND LICENSING SECTION.

Specifications for the purchase of an electronic traffic contravention management system must include but is not limited to:

- Windows based to interphase with the current Municipal system.
- Must be mSCOA compliant.
- Must be AARTO ready and compliant
- Service provider to provide full operation, storage and backup via an annual service and license fee system in terms of a SLA (service level agreement)
- Subject to a three (3) year service level agreement to be accepted by both parties on the acceptance of a service provider
- Must be user friendly
- Have instant generation off reports, court rolls, registers and other allied administration
- Must have user account management and audit reporting available electronically and in hard copy.
- Must include a camera module
- Must include roadblock and ANPR modules
- Have access to a free public fines enquiry and payment system as negotiated and specified in the SLA
- Can print mailer with image notifications
- Provide reports and statistics in graph form as required
- Can scan documents
- Must accept and manage Municipal By-Law administration from 1st report to conclusion including courts system parallel with the AARTO or any other allied system.
- Have a multi-screen function
- Operational software as required to be included
- Supply one server based desktop with software as required of minimum 8GB RAM or a stand-alone server as per your system requirements.
- Supply two operator desk top computers with the full software as required of a minimum of 4GB RAM
- Supply keyboards, screen and mouse for each desktop as supplied
- FX 2190 or equivalent continuous roll duplicate A3 line printer
- A4 Laser printer.
- Onsite training and certification of staff of up to five users including supervisor.
- Capture and migration of existing live or cases not yet finalized to the new system.
- Supply a list of existing contracts with Traffic Department fines administration units for reference purposes
- Comply with all supply chain system and process requirements as per the Supply Chain Management Policy and any allied legislation or requirements.