



045 932 8196

1, Seller Street, Maclear, 5480

086 216 8784

thulin@elundini.gov.za

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of materials as detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated in 1 Seller Street Maclear, Finance Department, Cashier Reception area before 12h00 on the 21 SEPTEMBER 2016. For **queries** please email to Ms. N. Thuli at thulin@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mr. G. Hall –Roads and Storm water Section
For Supply Chain Queries: Ms. N. Thuli -Finance Services Department

Tel: 045 932 8129

Tel: 045 932 8196

HIRE 12 TON SMOOTH ROLLER FOR A PERIOD OF 10 WORKING DAYS - ELM-3/032/2016-2017

The following mandatory documents must be submitted with the quotation and failure to submit will lead to the bids being declared non-responsive:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A valid Tax Clearance certificate, tax compliance status document with PIN from SARS
- Copies of Company Registration certificate and IDs
- An original or certified BEE certificate copy
- 80/20 preferential procurement point system will be applied
- Firm Delivery Period from date of receiving order and make/manufacture of the enclosures must be indicated.
- If correct and defect free delivery is not received by the indicated agreed date the contract will be immediately terminated
- Proof of Central Supplier Database registration report (CSD)
- Completed MBD 4, MBD 8 and MBD 9 (downloadable from website and collectable at Supply Chain Offices)
- A recent Municipal account statement, lease agreement or affidavit stating you aren't liable to pay rates at your business premises

NB: No quotations will be considered from persons in the service of the state!

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Elundini Local Municipality Supply Chain Management Policy will apply;
- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole part of the bid;
- Bids which are late, incomplete, unsigned, will not be accepted;
- Bids submitted are to hold good for a period of 30 days;
- Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered
- The latest General Conditions of Contract and any Special Conditions of Contract will apply.

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE

DATE

14/09/2016

SPECIFICATION

Item	Required Goods/ Services	Quantity	Unit	Specification
3916	Hire 12 ton smooth drum roller for a period of 10 working days	1		Please quote for the use of the roller at a rand/hour (dry rate). The machine will work eight hours/day
				Quote for the establishment and de – establishment separate The site location is 26km south east of Maclear when travelling from in the direction of Tsolo
				The roller must be full of diesel when delivered. The municipality will refuel the roller at the end of the plant hire period
				The operator is required to stay on site at the cost of the operator/ company. The municipality will assist to find accommodation for the operator
				The hour meter must be functional The municipality will provide security of a night and over the weekend
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EVALUATION CRITERIA

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than **R30, 000.00**

- Price - **80 points**
- B-BEE status level of Contribution - **20 points**

BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant	0

DELIVERY ADDRESS:

Elundini Local Municipality
 No.1 Seller Street,
 Maclear
 5480



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