



(045) 932 8196



(086) 216 8784



1, Seller Street, Maclear, 5480

Dear Sir / Madam

## REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated at 1 Seller Street, Maclear, Finance Department, Cashiers Reception area before 12h00 on the 20<sup>th</sup> March 2017. For **queries** please email to Mr K Sobekwa on Kwaneles@elundini.gov.za or faxed to 086 216 8784

**For Technical Enquiries: Mr.L Rozani**

**Tel: 045 932 8134**

**Finance Department: Mr K Sobekwa**

**Tel: 045 932 8198**

**ADVERT: SUPPLY AND DELIVERY OF PADLOCKS-3/073/2016-2017**

**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.
- An original valid SARS Tax Clearance Certificate issued inside SARS Branch office on / before 16 August 2016 OR **Valid Tax Clearance Certificate** OR Tax Compliance status documents with PIN from SARS.
- Proof of registration with Web Central Supplier Database (A bidder must attach CSD registration report with Supplier No. and Unique Code )
- Original B-BBEE Certificate or a certified copy thereof (Joint venture, consortium or trust must submit a consolidated certificate) Failure to submit this certificate will lead into not getting points for B-BBEE Level) or Sworn Affidavit confirming BBBEE Level.
- Certified copies of Company Registration certificate and IDs.
- 80/20 preferential procurement point system will be applied.
- Completed MBD 4, MBD8 and MBD 9 (downloadable on the website and found at Supply Chain Office).
- A statement of Municipal Account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates OR a letter from a ward councillor.
- Joint Venture must also attach the JV agreement, original or certified copy of consolidated BBBEE certificate and the letter of signatory.

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

### **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 or part of the bid;
- Bids which are late, incomplete, unsigned, faxed or sent electronically 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

14/03/2017

**SPECIFICATION**

ITEM DESCRIPTION	QTY
<b><u>LEVEL "A" (To open Level A,B &amp; C)</u></b>	15
6121 - Pro Series 54mm LAM ST 29mm Shackle Clearance	
KAMK - Keyed-Alike MasterKeyed	
<b><u>LEVEL "B" (To open Level B &amp; C)</u></b>	110
6121 - Pro Series 54mm LAM ST 29mm Shackle Clearance	
KAMK - Keyed-Alike MasterKeyed	
<b><u>LEVEL "C" (To open Level C only)</u></b>	110
6121 - Pro Series 54mm LAM ST 29mm Shackle Clearance	
KAMK - Keyed-Alike MasterKeyed	

**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 point  
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

  
Published on 14 March 2017