



(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 03 April 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

RE-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 state¹

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

27/03/2017

SPECIFICATION

ITEM DESCRIPTION	QTY	Sample
LEVEL "A" (To open Level A,B & C)	13	
<p>6121 - Pro Series 54mm LAM ST 29mm Shackle Clearance</p>		
KAMK - Keyed-Alike MasterKeyed		
PRINT AND BRANDING		Elundini Local Municipality Level A,B&C
LEVEL "B" (To open Level B & C)	110	
<p>6121 - Pro Series 54mm LAM ST 29mm Shackle Clearance</p>		
<p>KAMK - Keyed-Alike MasterKeyed</p>		
PRINT AND BRANDING		Elundini Local Municipality Level B&C
LEVEL "C" (To open Level C only)	110	
<p>6121 - Pro Series 54mm LAM ST 29mm Shackle Clearance</p>		
KAMK - Keyed-Alike MasterKeyed		
PRINT AND BRANDING		Elundini Local Municipality Level C Only

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



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