



(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 08 June 2017. For **queries** please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Ms A.Jilingisi

Tel: 045 932 8168

Finance Department: Ms B.Mbizweni

Tel: 045 932 8198

SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING: ELM-1/023/2016-2017

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.
- If correct delivery is not received by the indicated agreed date the contract will immediately be terminated
- Certified copies of Company Registration certificate and IDs.
- 80/20 preferential procurement point system will be applied.
- Completed MBD 4, 6.2 MBD, MBD 8 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.

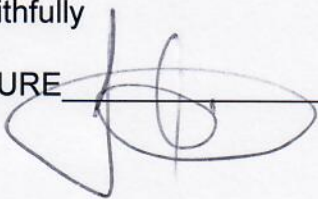
NB: No quotations will be considered from persons in the service of the stateⁱ

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

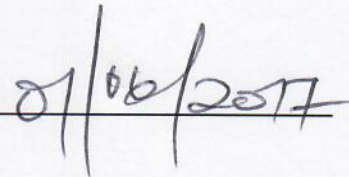
- The Elundini Local Municipality Supply Chain Management Policy will apply;
- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete, unsigned, faxed or sent electronically 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 _____

A handwritten signature in blue ink, consisting of several loops and a vertical stroke, written over a horizontal line.

DATE _____

A handwritten date in blue ink, written as '01/06/2017', written over a horizontal line.

SPECIFICATION

NB: SERVICE PROVIDERS ARE REQUIRED TO USE THE BELOW TABLE WHEN QUOTING AND ATTACH THEIR QUOTATIONS AS WELL.

| DESCRIPTION | QUANTITY | SIZES | COLOUR | AMOUNT |
|--|----------|-------------------------------------|---|--------|
| Men's moritz insulated jacket 100% heather stripe woven polyester mechanical stretch, lining 100% polyester taffeta front body, sleeves and hood, 100% polyester brushed tricot knit back body | 8 | 1x XXXL, 1x XXL 3x XL 3x L | The colour of the jacket must be blue written on the right; the text to be written is EPWP and must be black. The Elundini municipality logo must be embroidered on the front left. | |
| Ladies moritz insulated jacket 100% heather stripe woven polyester mechanical stretch, lining 100% polyester taffeta front body, sleeves and hood, 100% polyester brushed tricot knit back body | 17 | 1x XL 7x L 6x M 5x S | The colour of the jacket must be red and be written on the right, the text to be written is EPWP and must be black. The Elundini municipality logo must be embroidered on the front left. | |
| Fleece Jackets 100% polyester ant-pill treated fleece 85 for males and | 215 | 80x S 55x M 50x L 20x XXL | The colour of the fleece jacket must be orange and be written on the right; | |

| | | | | |
|--------------------|--|--|---|--|
| 130 for females | | | <p>the text to be written is EPWP and must in black.</p> <p>The Elundini municipality logo must be embroidered on the front left.</p> | |
| SUB TOTAL | | | | |
| VAT | | | | |
| GRAND TOTAL | | | | |

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 | 14 |
| 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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