



(045) 932 8196



(086) 216 8784



1, Sella 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 Sella Street, Maclear, Finance Department, Cashiers Reception area before 12h00 on the 8TH NOVEMBERE 2016. For **queries** please email to Ms. N Thuli on thulin@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Mr. Z. Mzileni

Tel: 045 932 8188

Finance Department: Ms. N. Thuli

Tel: 045 932 8218

SUPPLY AND DELIVERY OF BLUE REFUSE BAGS TO MACLEAR OFFICES : ELM-5/010/2016-2017

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 or 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 registration with national treasury (CSD).
- Completed MBD 4, MBD 8, MBD 9 and MBD 6.2 (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 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.
- Bidders to note that only locally manufactured goods with a minimum of 100% local production content will be considered

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE _____

DATE

26-10-2016

T.V.

SPECIFICATION

Supply and Delivery of Blue Refuse Collection Bags to Maclear Office

QUANTITY	COLOUR	QUALITY
100 Bales (20 Bags in a Pack, 10 Packs in a Bale 200 bags in a Bale)	Blue with Black/White Printing “ELM - NOT FOR SALE” Font	40 Micron Refuse Bags 760mm x 910mm

NB: IF THE REFUSE BAGS ARE NOT 40 MICRON, THEY WILL NOT BE ACCEPTED AND THE SERVICE PROVIDER WILL NOT BE PAID.

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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T-V.