



045 932 8218

1, Seller Street, Maclear, 5480

086 459 2070

lubulelem@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 21st of March 2016. For **queries** please email to Mr. L. Makaula at lubulelem@elundini.gov.za or faxed to 086 459 2070

For Technical Queries: Mr. G. Hall –Roads and Stormwater Section

Tel: 045 932 8129

For Supply Chain Queries: Mr. L Makaula -Finance Services Department

Tel: 045 932 8218

HIRING EXCAVATOR FOR 7 WORKING DAYS- ELM-3/055/2015-2016

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.
- 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
- 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 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 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 14/03/16

SPECIFICATION

Item No	Required Goods / or Services	Quantity	Unit	Specification
4625	Hire 23ton Excavator for a period of seven working days (8hr working day) at a dry rate in Zanyeni. Zanyeni is north of Mt Fletcher on the DR08078. The distance from Mt Fletcher to Zanyeni 28km			<p>Please quote for the use of the excavator at cost per/hour(Dry Rate)</p> <p>Quote for establishment and dis establishment separately</p> <p>The operator will be required to stay on site in the community at the cost of the operator/company. The municipality will assist to find accommodation on site.</p> <p>The excavator must arrive on site with a full tank of diesel. The municipality will refuel the excavator prior to leaving.</p> <p>The hour meter must be functional</p> <p>The municipality will provide security of a night and over weekends.</p>

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**

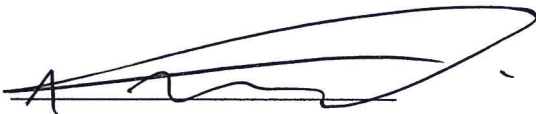
B-BEE status level of Contribution - **20 points**

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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