



045 932 8196

1, Seller Street, Maclear, 5480

086 216 8784

kwaneles@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 17 October 2017. For **queries** please email to kwaneles@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mr. M. Zwakala
For Supply Chain Queries: Mr. K. Sobekwa

Tel: 045 932 8237
Tel: 045 932 8196

SUPPLY AND DELIVERY OF ELECTRICAL TOOLS - ELM-3/017/2017-2018

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.
- **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.
- Completed MBD 4, MBD 6.1, MBD 6.2, 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 state¹

The minimum threshold for functionality is 70%

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

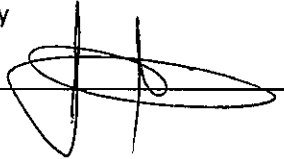
- The Elundini Local Municipality Supply Chain Management Policy will apply;
- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole part of the bid;
- Only locally produced service or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content. The bid will be evaluated on local production content threshold is 100%.
- The local content (LC) expressed as a percentage as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286:2011 as follows:
$$LC = (1-x/y)*100$$

Where
X is the imported content in Rand
Y is the bid price in Rand excluding value added tax (VAT)
- 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.
- If correct delivery is not received by the indicated agreed date the contract will immediately be terminated.
- Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.
- Bidder must indicate the bid number and postal address on the sealed envelope in the event that the municipality decides to re-advertise the bid.
- Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE



DATE

11/10/2017

Conditions

1. Supplier must be able to supply and deliver the required materials complete *as per specification* in Maclear town Elundini municipality offices.
2. The Supplier will be responsible for ordering, expediting and off-loading of the complete materials and shall include the cost thereof in his tender prices.
3. The supplier will have documentation on delivery to municipal stores to prove the origin of all the materials.
4. It will be the responsibility of the supplier to ensure upon arrival of complete materials that no visible damage has occurred and those quantities are correct. In the case of damaged material, acceptance shall be refused.
5. Only new and unused material of superior quality may be supplied. All materials shall, where applicable, comply with the applicable Standard and specification as indicated in the bill of quantities. It should be noted that all materials supplied under this contract as being IEC, BS or SABS approved shall be marked accordingly unless no such mark is applicable for a specific item.
6. Only materials that comply with the specification shall be accepted. If any of the items does not meet required specification, permission to supply that item must be obtained from the Elundini Municipality representative.

Item	Description	Qty	Unit	Total Price
1	All-weather Mobile 7 drawer Tool Chest (Green & Tan)	1	each	
2	Crimp tools 5.5-25mm	3	each	
4	Cutter Core Ratchet 50mm	4	each	
5	Pliers 200mm	3	each	
6	Pliers Groove Joint 250mm	3	each	
7	HT104200-1000v insulated long nose pliers 200mm	3	each	
8	Diagonal cutters 180mm	4	each	
9	Joint pliers	3	each	
10	Screwdrivers INSSET-1000V insulated Set 7 Piece including neon tester	5	each	
11	Hacksaws Professional Moulded Grip	3	each	
12	Hacksaw blades 18HS -Eclipse Rough	5	pkt	
13	Hammer CB11- Club 1.1 Kg	3	each	
14	Hammer All steel claw 0.45 kg	3	each	
15	Wrench Adjustable 300mm	3	each	
16	MHT3 Magnetic Tip tape measure Self Locking 10M	5	each	
17	Spirit levels 450mm	2	each	
18	WAK1- retractable utility Knife & Stripper	5	each	
19	WHS15KT Bi-metal holesaw kit 15 piece	5	each	
20	HUK1 Universal key set	2	each	
21	01604LM Allen keys set 7 Piece	5	each	
22	Headlight-LED Headlight	5	each	
23	Stainless Steel ruler 300mm	2	each	

24	Combination Spanners 6-22;24 & 30	3	each	
25	Ratchets Spanner 17 & 19 (combination)	4	each	
26	Ratchets Spanner 24 & 30 (combination)	4	each	
27	File set	2	each	
28	Straight pattern tin snip	2	each	
29	Reversible ratchet	3	each	
30	Extension bars HT285125 and HT285250	3	each	
31	6-Pont sockets 10mm ² ,13mm ² ,17mm ² ,19mm ² ,22mm ² ,24mm ² and 30mm ²	5	each	
32	vice grip VG250	5	each	

Functionality Evaluation Score Card

Bids that scores less than 70 (seventy) points out of 100 (one hundred) points in respect of the following pre-evaluation eligibility criteria, will be regarded as non-responsive

Category	FUNCTIONAL ASSESSMENT – POINTS SCORING	Points allocation
	Functional Category & Description	
	Quality	
1.	Letter form reputable service provider that prove the tools will be sourced from approved Supply/manufacture and are not DIY (do it your). (compulsory)	30
•	The letter must be in the letter head of the approved supply or manufacture.	
2.	Letter prove that tools have a warranty of two or more years – (compulsory)	30
•	The letter must be in the letter head of the approved supply or manufacture.	
	Delivery Time	
3.	≤3 weeks	40
	TOTAL POINTS	100

NB: THE BIDDER MUST MEET CATEGORY NUMBER (1) AND (2) OF THE FUNCTIONALITY ASSESSMENT IN ORDER TO BE EVALUATED FURTHER.

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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