



045 932 8218

1, Seller Street, Maclear, 5480

086 216 8784

[thulin@elundini.gov.za](mailto:thulin@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 20 March 2018. For **queries** please email to [thulin@elundini.gov.za](mailto:thulin@elundini.gov.za) or faxed to 086 216 8784

For Technical Queries: Ms. L Ghu

Tel: 045 932 8188

For Supply Chain Queries: Ms. N Thuli

Tel: 045 932 8174

### ***SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR MASS JOB CREATION - ELM-5/018/2017-2018***

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. Only certified DTI format sworn affidavit will be considered ( Obtainable on ELM website [www.elundini.gov.za](http://www.elundini.gov.za) )
- 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 Please visit our website and download Local production content documents that are mandatory in this bid which are annexure C, E and D. Please refer to guidance document for the calculation of local content which is downloadable on our website under forms
- Failure to submit completed annexures will lead non responsiveness of your bid

**NB: No quotations will be considered from persons in the service of the state<sup>1</sup>**

#### **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

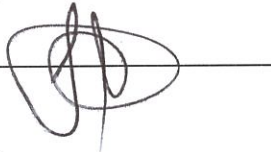
X is the imported content in Rand

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

H. Mchale

13/02/2018

## **Specification**

**NB: Sample is required from the appointed service provider**

### **ELUNDINI LOCAL MUNICIPALITY**

#### **PROTECTIVE CLOTHING: MASS JOB CREATION**

**COLOUR OF OVERALL : ORANGE**

**FRONT : ELUNDINI LOCAL MUNICIPALITY LOGO (at the right side)  
EPWP LOGO (Left side)**

**MASS JOB CREATION (Printed at the back of the overall)**

**Three stitches**

#### **BOOTS- SABS APPROVED**

OVERALL QUANTITY	SIZE	BOOTS	REFLECTORS
19	30	12 X Size 4	29 X EXTRA LARGE(XL)
14	34	21 X Size 5	71 X L
18	36	26 X Size 6	

12	38	4 X Size 7	
6	40	18 X Size 8	
18	32	5 X Size 9	
5	42	1X Size 10	
3	44	1 X Size 12	
2	46	2 X Size 3	
1	48		
1	50		
1	52		
TOTAL	100 PAIRS	100 PAIRS	100 REFLECTORS

**1 X Women coverall - Khaki size 40 with Elundini Local Municipality logo (right hand side)**

**1 X Women coverall - Navy size 40 with Elundini Local Municipality logo (right hand side)**

**1 X Ladies boot Composite Toe with Nato Technology**

- Easy cushioning system , EH, slip resistant and waterproof

**NB: QUOTE MUST BE SUBMITTED WITH THE ATTACHED ANNEXURES**

## Annex E

### Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	<input style="width: 95%;" type="text"/>
(E2)	Tender description:	<input style="width: 95%;" type="text"/>
(E3)	Designated products:	<input style="width: 95%;" type="text"/>
(E4)	Tender Authority:	<input style="width: 95%;" type="text"/>
(E5)	Tendering Entity name:	<input style="width: 95%;" type="text"/>

**Note:** VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of Items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
(E9) Total local products (Goods, Services and Works)			<input style="width: 95%;" type="text"/>

(E10)	<b>Manpower costs</b>	(Tenderer's manpower cost)	<input style="width: 95%;" type="text"/>
(E11)	<b>Factory overheads</b>	(Rental, depreciation & amortisation, utility costs, consumables etc.)	<input style="width: 95%;" type="text"/>
(E12)	<b>Administration overheads and mark-up</b>	(Marketing, insurance, financing, interest etc.)	<input style="width: 95%;" type="text"/>
(E13) Total local content			<input style="width: 95%;" type="text"/>

**This total must correspond with Annex C - C24**

**Signature of tenderer from Annex B**

\_\_\_\_\_

Date: \_\_\_\_\_





**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

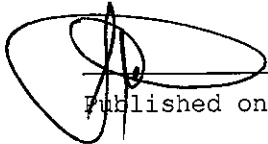
**DELIVERY ADDRESS:**

Elundini Local Municipality

No.1 Seller Street,

Maclear

5480



Published on 13 March 2018