

Elias Motsoaledi Local
Municipality

P.O. Box 48
Groblersdal, 0470

Phone: (013) 262 3056/7/8/9
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Supply Chain Unit
Procurement



Our Ref:
Ons Verw: 05/09/16

Correspond with the Municipal Manager
Korrespondeer met die Munisipale Bestuurder

05 September 2016

INVITATION TO QUOTE (05/09/2016)

Service providers are hereby requested to furnish us with a written quotation for the supply of the following items. The price must indicate vat as well as delivery (where applicable)
In terms of Section 19(b) of Elias Motsoaledi Local Municipality's Supply Chain Policy

ACCOMMODATION BOOKINGS FOR 11 OFFICIALS

DESCRIPTION OF SERVICE	QUANTITY
Accommodation bookings for 11 Officials including bed, breakfast and dinner with two soft drinks. Place: Polokwane Check in and Check out Dates: 19 September 2016 to 21 September 2016 All the official will be attending the workshop at Protea Hotel the Ranch in Polokwane.	11 double bed rooms

Quotations must be deposited in a box marked "1" not later than **13 September 2016 at 10:30** faxed or e-mailed quotations will not be considered. For further enquiries don't hesitate to phone **(SCM UNIT)** at 013 262 3056.

EVALUATION CRITERION (80/20)

Minimum requirements

- Central Supplier Database Registration Summary Report
- Copy of valid tax clearance certificate
- Certified and valid company registration certificate
- Agent must have ASATA/IATA membership
- Certified copy of BBB-EE certificate or a certified sworn affidavit from accountants or auditors (**failure to submit BBB-EE certificate or a sworn affidavit; no points will be allocated, but will be evaluated further**)
- Fully completed MBD 4,8 and 9 forms
- Proof of municipal rates and taxes or municipal service charges not owed by your company or any of the directors not in arrears for more than three months. Proof of residence where applicable

General Notes

- The council is not bound to accept the lowest quotation and the council reserve the right to appoint partially or wholly or not to appoint at all.


R.M. MAREDI
MUNICIPAL MANAGER