

Elias Motsoaledi Local  
Municipality



P.O. Box 48  
Groblersdal, 0470

Phone: (013) 262 3056/7/8/9  
Fax: (013) 262 2893

Supply Chain Unit  
Procurement

Our Ref:  
Ons Verw: 21/07/17

Correspond with the Municipal Manager  
Korrespondeer met die Munisipale Bestuurder

21/07/2017

Enq: J Moloto

**INVITATION TO QUOTE: 21/07/17**

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

**Conference Package (Event Date : 11 August 2017)**

ITEM	DESCRIPTION OF GOODS	QUANTITY
1.	<b>Full Day Conference Package for 122 People</b> <ul style="list-style-type: none"><li>• (Breakfast for 122 people [Chicken Mayo , Polony and Cheese, Cheese and Tomato, Eggs and Mayo, Sandwich on white and brown bread; Tea, Coffee, and Filter Cofee]</li><li>• Lunch</li><li>• Dinner with Cold Drinks (330ml)</li><li>• Soft Drinks (330ml)</li><li>• Bottled water (500ml)</li></ul>	122 122 25 122 244

Quotations must be deposited in a box marked "**CONFERENCE PACKAGE**" not later than **03 AUGUST 2017 at 10:00**. Faxed or e-mailed quotations will not be considered. For further enquiries don't hesitate to phone J Moloto (**SCM UNIT**) at 013 262 3056.

**EVALUATION CRITERION (80/20)**

**Minimum Requirements:**

- Central Supplier Database registration report
- Valid Tax Clearance Certificate
- Valid Company registration certificate
- Certified Copy of BBEE certificate or a Sworn Affidavit (**Failure to submit BBB-EE or Sworn Affidavit; No points will be allocated, but will be evaluated further**)
- Fully Completed MBD 4, 8, 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 or proof from Municipality indicating that the company/its director does not pay municipal rates.

**General Notes:**

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

R.M MAREDI  
MUNICIPAL MANAGER

Elias Motsoaledi  
Municipality

21 JUL 2017

Municipal Manager