

Elias Motsoaledi Local Municipality



P.O. Box 48
Groblersdal, 0470

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

Our Ref:

Ons Verw:

SCM UNIT

Correspond with the Municipal Manager

Korrespondeer met die Munisipale Bestuurder

06/05/2014

INVITATION TO QUOTE: RE-ADVERT:TRAVELLING AND ACCOMODATION

According to section 19 (g) of Elias Motsoaledi Local Municipality Supply Chain Management Policy.

DESCRIPTION	QUANTITY
<p>ACCOMMODATION BOOKINGS FOR 4 OFFICIALS ATTENDING INSTITUTE FOR MUNICIPAL FINANCE OFFICIALS (IMFO) CONFERENCE IN EAST LONDON ICC AS FOLLOWS:</p> <p>SPECIFICATIONS:</p> <ul style="list-style-type: none">• ACCOMODATION FOR 4 OFFICIALS (4 DOUBLE ROOMS ; BED; BREAKFAST & DINNER WITH A DINNER LIMIT OF R300 PER PERSON PER DAY. (ONLY NEAREST HOTELS) CHECKING IN:20 MAY 2014 CHECKING OUT:23 MAY 2014• FLIGHT BOOKINGS -ECONOMY Depart Time:18H00 ON 20 MAY 2014 AND RETURN ON 23 MAY 2014 ;TIME:18:00• CAR RENTAL X 2-GROUP B	4 DOUBLE ROOMS

For any queries, please contact MISS ANNAH MOTHA, telephone (013) 262 3056 - Ext 1032

GENERAL NOTES:

1. Written quotations should be deposited in a quotation box next to the switch board clearly marked strategic session bookings, not later than 14 May 2014@ 10:00
2. **Certified Copy or Original of Valid Tax Certificate must be attached**
3. **Certified Copy of Company registration document must be attached**
4. **Certified Copy of BBBEE Certificate or EME Letter from Accountants or Auditors must be attached**
5. **Certified copy of ASATA Certificate**
6. **Only registered TRAVEL AGENCIES on the Municipal database for 2013/2014 FY will be considered.**
7. The council is not bound to accept the lowest or any quotation and the council reserves the right to appoint partially or wholly or not to appoint at all.

A handwritten signature in black ink, appearing to read 'Mr W Phala', written over a horizontal dashed line.

Mr W PHALA
ACTING MUNICIPAL MANAGER