

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: 06/01/17

Correspond with the Municipal Manager
Korrespondeer met die Munisipale Bestuurder

06 January 2017

INVITATION TO QUOTE (RFQ- 06/01/17)

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

Bookings for conference

| DESCRIPTION OF GOODS | QUANTITY |
|--|----------|
| Venue: Groblersdal or Place near Groblersdal Date :19 January 2017 | 33 |
| Conference Package includes: Arrival tea,lunch,70 bottles of water, projector, stationery | |

Quotations must be deposited in a box marked "**Conference Bookings**" not later than **16 January 2017 at 10:00** Faxed or e-mailed quotations will not be considered. For further enquiries don't hesitate to phone (**SCM UNIT**) at 013 262 3056 or P. Mdluli for Technical Enquiries at 0132623056.

EVALUATION CRITERION (80/20)

Minimum Requirements:

- Tax compliant status report/pin
- Central Supplier Database registration report
- Valid Company registration certificate
- Certified Copy of BBBEE 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
- A valid ASATA/IATA Membership certificate should be submitted (to be verified for further evaluation)
- Proof of municipal rates and taxes of the company or any of its directors not in arrears for more than 3 months must be submitted and companies that are located in areas that do not pay municipal rates and taxes a proof from the municipality should be submitted stating that the company is located at the area that does not pay municipal rates and taxes.

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.

Local Municipality

06 JAN 2017
R.M MAREDI Municipal Manager
MUNICIPAL MANAGER