

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: 11/16/16

Correspond with the Municipal Manager
Korrespondeer met die Munisipale Bestuurder

11/10/ 2016

INVITATION TO QUOTE (11/10/16)

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

SUPPLY AND DELIVERY OF A4 WHITE PAPER

ITEM	DESCRIPTION OF GOODS	QTY
1	A4 WHITE PAPER	400 BOXES

Quotations must be deposited in a box marked "**SUPPLY AND DELIVERY OF A4 WHITE PAPER**" not later than **20 October 2016 at 11:00**, Faxed or e-mailed quotations will not be considered. Please do not hesitate to contact the **(SCM UNIT)** at 013 262 3056/7/8/9 or Mr.J Moloto for any further related queries.

EVALUATION CRITERION (80/20)

Minimum Requirements:

- Copy of tax clearance certificate
- Valid Company registration certificate,
- Central Supplier Database Registration Summary Report
- Certified Copy of BBEE certificate, An EME letter from Accountants or Auditors or Sworn Affidavit (**Failure to submit BBB-EE, EME letter 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. Proof of residence where applicable.

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

17 OCT 2016
Municipal Manager