

# Elias Motsoaledi Local Municipality



P.O. Box 48  
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Supply Chain Unit  
Procurement

Our Ref:  
Ons Verw: 14/02/2018

Correspond with the Municipal Manager  
Korrespondeer met die Munisipale Bestuurder

14 FEBRUARY 2018

## INVITATION TO QUOTE (RFQ 14/02/2018)

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 CLOTHING

ITEM	DESCRIPTION OF SERVICE	QUANTITY
1	<ul style="list-style-type: none"> <li>• Ladies short sleeve shirts</li> <li>• Ladies formal pencil skirts</li> <li>• Ladies formal Jackets</li> <li>• Ladies formal trousers</li> <li>• Ladies Knee length pencil dresses</li> <li>• Ladies formal waist coats</li> <li>• Neck scarfs</li> <li>• Men long sleeve shirts</li> <li>• Men formal trousers</li> <li>• Men formal jackets</li> </ul> <p><b>N.B. The successful supplier will be given the sizes and colour before purchasing of the clothing. Only locally produced or locally manufactured (TCLF) from local raw material or input with 100% minimum threshold for local production and content will be considered.</b></p>	<p>74</p> <p>24</p> <p>24</p> <p>6</p> <p>12</p> <p>12</p> <p>12</p> <p>10</p> <p>6</p> <p>4</p>

Quotations must be deposited in a box marked "Clothing" not later than **22 February 2017 at 09:30** 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 Report.
- Valid company registration certificate.
- Certified copy of BBB-EE certificate, an EME letter from accountants or a sworn affidavit from commissioner of oath (**failure to submit BBB-EE certificate or a sworn affidavit; no points will be allocated, but will be evaluated further**)
- Fully completed MBD 4, 6.2, 8 and 9 forms.
- Proof of municipal rates and taxes of the company or any of its directors not in arrears for more than three 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. If leasing, the service provider must attach copy of lease agreement and 3 months statement municipal rates and taxes of the lessor.

**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**  
**Ehlers-Matsoaledi Local Municipality**

14 FEB 2018

**Municipal Manager**