

Elias Motsoaledi Local Municipality



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Groblersdal, 0470

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Supply Chain Unit
amotha@emlm.gov.za

Our Ref:
Ons Verw: 01-27/08/15

Correspond with the Municipal Manager
Korrespondeer met die Munisipale Bestuurder

27 AUGUST 2015
Enq. A.MOTHA
Tel: 013 262 3056

INVITATION TO QUOTE

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

ACCOMMODATION AND TRAVELLING BOOKINGS

| NO | SPECIFICATION | QUANTITY |
|----|---|-------------------|
| 1. | <p>ACCOMMODATION, FLIGHT AND CAR RENTAL BOOKINGS FOR 5 OFFICIALS ARE AS FOLLOWS:</p> <p>5 OFFICIALS</p> <p>ACCOMMODATION BOOKINGS</p> <p>BREAKFAST, DINNER AND 2 SOFT DRINKS</p> <p>CHECK IN: 07 SEPTEMBER 2015</p> <p>CHECK OUT: 10 SEPTEMBER 2015</p> <p>FLIGHT BOOKINGS: ECONOMY (SAA)</p> <p>RETURN FLIGHT FROM OR TAMBO IN JOHANNESBURG TO DURBAN</p> <p>DEPART DATE AND TIME: 07 SEPTEMBER 2015 @ 13:00PM</p> <p>RETURN DATE AND TIME: 10 SEPTEMBER 2015 @ 10:00AM</p> <p>CAR RENTAL FROM ARRIVAL DATE UNTIL RETURN DATE AND TIME: CATEGORY B</p> <p>ACCOMMODATION MUST BE NEAR MOSES MABHIDA STADIUM IN DURBAN AND THE NAME OF THE HOTEL MUST BE STATED ON THE QUOTATIONS.</p> | <p>5</p> <p>5</p> |

For any queries, please contact **Ms Annah Motha**, telephone (013) 262 3056 - Ext 1032) strictly during office hours)

MINIMUM REQUIREMENTS

1. Written quotations should be deposited in a quotation box next to the switch board clearly marked **ACCOMMODATION AND TRAVELLING BOOKINGS**, not later than **03 SEPTEMBER 2015 @ 15:00.**
2. Original Valid Tax Clearance Certificate must be attached
3. Certified Copy of Company registration document must be attached.