

	REQUEST FOR FORMAL WRITTEN QUOTATION CLOSING DATE: 18 NOVEMBER 2020 @12h00
TECHNICAL/SPECIFICATIONS RELATED ENQUIRIES	Nduduzo Zungu—032 437 9421 nduduzo.zungu@gmail.com Khululiwe Makhaye—032 437 9405 khululiwe.makhaye@gmail.com
ADMINISTRATIVE ENQUIRIES	Ms N.P GUMEDE—032 551 8751
REFERENCE	CS/015873/2020
DATE OF ISSUE	11 NOVEMBER 2020

Kindly submit (on your company letterhead); a written price quotation for the following:-

ITEM NO.	QUANTITY	DESCRIPTION
1.	50	SUPPLY AND DELIVERY OF ILEMBE DISTRICT 2021 DAIRIES, AS PER ATTACHED SPECIFICATION.
2.	2000	SUPPLY AND DELIVERY OF ILEMBE DISTRICT 2021 CALENDERS, AS PER ATTACHED SPECIFICATION.

All bidders must PLEASE ensure that they have a clear knowledge of what they are quoting for.

MANDATORY PRE-QUALIFICATION CRITERIA

Procurement will be done in accordance with the Preferential Procurement Regulations 2017 and Regulation 4 will be applicable in this request for quotations. Entities that do not meet the pre-qualification criteria below will be disqualified and will not be considered further in the evaluation process: -

1. Bidder/s (including a Joint Venture entity) must have a level 1 or 2 B-BBEE Status Level Verification Certificate issued by an accredited person/entity or a sworn affidavit where applicable like EMEs.
2. Bidder/s including a JV entity must be an EME (exempted micro enterprise) or QSE (qualifying small business enterprise) in terms of a code of good practice on black economic empowerment issued in terms of Section 9(1) of the Broad-Based Black Economic Empowerment Act.

Completed quotations must be submitted in a sealed envelope clearly marked with the company name and address, the correct REFERENCE Number must be written on the outside of the envelope containing the quotation. All quotations must be deposited into the **Quotations Box** situated at the **Reception Area, Technical Services Building, 12 Haysom Road, KWA-DUKUZA** by no later than the closing date and time where they will be opened in public. No faxed or e-mailed quotations will be accepted.

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of offer.
- Price(s) quoted must be firm and inclusive of VAT, vendors not registered for VAT with SARS will be treated as Non Vat vendors.
- Price(s) quoted must include delivery costs and a firm delivery period must be indicated
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Regulations 2017, pertaining to Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms MBD 4 & MBD 6.1 (also available on www.ilembe.gov.za) must be scrutinized, completed and submitted together with your quotation.
- Bidders are requested to complete MBD 6.2 and Annexure C for all items that are subject to the Local Production and Content for designated sectors (e.g. Textile and Clothing, Buses, Valve Products and Actuators etc.) as guided by National Treasury and Department of Trade and Industry (designated sectors for local content).
- The awarding of this contract will be subject to the application of the objective criteria as stated in Section 2(1)(f) of the PPPFA (Act 5 of 2000).

- Notwithstanding the need to advance socio economic transformation objectives, the Municipality reserves the right to ensure value for money and cost effectiveness by conducting negotiations of the final prices so that they are market related.
- Suppliers submitting quotation should be registered with Central Suppliers Database (CSD), CSD number must be submitted. If supplier is not registered they cannot be considered for evaluation. If supplier wants to be registered with CSD they must go to www.csd.gov.za and get themselves registered.
- The tax clearance information (including unique SARS PIN) submitted by the prospective bidders will be verified and all bidders whose tax matters are not in order upon verification will be notified and given 7 working days to resolve their matters with SARS.
- Certified copy of BBBEE Certificated or Sworn Affidavit must be supplied together with quotation.

NB: No quotations will be considered from persons in the service of the state¹

Failure to comply with these conditions will invalidate your offer. iLembe District Municipality does not bind itself to accept the lowest or any of the bids and reserves the right to accept the whole or part of the bid.

NG KUMALO
MUNICIPAL MANAGER



ILEMBE DISTRICT MUNICIPALITY

ILEMBE UMASIPALA WESIFUNDA

B5 + DIARIES SPECIFICATION 2020 (50) with logo and Vision

B5 Page a day diary: 240MM height X 170MM wide

Cover: Padded, Full colour wrapped print with gloss lamination

Inside: 4 page tip-in must contain: Vision and mission / Message from the Mayor / Message from the MM / contact details.

Inside: must have custom message on every page

Insides: must be 2 colour: Black and gold.

Insides: Must have a custom travel log.

CALENDARS SPECIFICATION 2020 (2000) with logo and Vision

A1 calendars, rimmed top and bottom with gold, 140gsm gloss art printed in full color

NB: DON'T PRINT WITHOUT THE APPROVAL OF THE USER DEPARTMENT.

Nduduzo Zungu 078 609 5831/ 032 437 9421

Khululiwe Makhaye 060948 8315/ 032 437 9405