



## RE-ADVERTISING REQUEST FOR FORMAL WRITTEN QUOTATION

**CLOSING DATE: 16 November 2021 @ 12h00**

<b>TECHNICAL/SPECIFICATIONS RELATED ENQUIRIES</b>	Zee Nqala---032 437 9405 <a href="mailto:zee.ngala@ilembe.gov.za">zee.ngala@ilembe.gov.za</a> Nduduzo Zungu 032 437 9421 <a href="mailto:nduduzo.zungu@ilembe.gov.za">nduduzo.zungu@ilembe.gov.za</a>
<b>ADMINISTRATIVE ENQUIRIES</b>	Nomusa Gumede---032 5518751
<b>REFERENCE</b>	CS/18027/2021
<b>DATE OF ISSUE</b>	09 November 2021.

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

ITEM NO.	QUANTITY	DESCRIPTION
1.	1	<p><b>Request for Décor Service for IDM Council Inauguration:</b></p> <ol style="list-style-type: none"> <li>1. Stage Drapping (main marquee-2000 seater) Colours - white, green and yellow</li> <li>2. Deco for the VIP Marquee-300 seater (200 white chair covers, 10 green and 10 yellow overlays and 50 centre pieces)</li> <li>3. 20 white round table cloths</li> <li>4. 50 Trestle tables table cloths</li> <li>5. Red Carpet 50 meter</li> <li>6. Stantions 10m Red &amp; Gold</li> </ol>
		<p><b><i>Service provider is expected to submit quotation with the following document, FAILURE TO SUBMIT THESE DOCUMENTS WILL RESULT IN IMMEDIATE DISQUALIFICATION.</i></b></p> <ul style="list-style-type: none"> <li>○ <b><i>Company Profile with traceable experience in providing services for events with ministerial/MEC's, traditional leaders and other dignitaries</i></b></li> <li>○ <b><i>A total of 4 references with purchase order and contact details</i></b></li> <li>○ <b><i>Southern African Association for the Conference Industry will be required</i></b></li> </ul> <p><b><i>Service provider must ensure all items are clean and off good standard to ensure a proper service is rendered.</i></b></p> <p><b><i>Event Date: 23 November 2021</i></b> <b><i>Venue: Nombika Sport Ground ,Ndwedwe.</i></b></p>

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

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](http://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).
- 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](http://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 state'**

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**

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