	<b>RE-REQUEST FOR FORMAL WRITTEN QUOTATION</b> <b>CLOSING DATE: 02 FEBRUARY 2022 @12h00</b>
<b>TECHNICAL/SPECIFICATIONS RELATED ENQUIRIES</b>	Mbusi Nzama –032 437 9461—mbusi.nzama@ilembe.gov.za
<b>ADMINISTRATIVE ENQUIRIES</b>	MS NP Gumede-032 551 8751-- nomusa.gumede@ilembe.gov.za
<b>REFERENCE</b>	FD/017913/2022
<b>DATE OF ISSUE</b>	25 JANUARY 2022

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

ITEM NO.	QUANTITY	DESCRIPTION
1.	150	SUPPLY AND DELIVERY OF BRANDED IDM APPLICATION FOR WATER AND SANITATION BOOKS Triplicate (GREEN, YELLOW & WHITE) A4 BOUNDED ON THE SIDE WITH BROWN COVER  AS PER ATTACHED SAMPLE.
2.	150	SUPPLY AND DELIVERY OF BRANDED IDM ACKNOWLEDGEMENT OF DEBT BOOKS: Triplicate (GREEN, YELLOW & WHITE) A4 BOUNDED ON THE SIDE WITH BROWN COVER  AS PER ATTACHED SAMPLE.
3.	150	SUPPLY AND DELIVERY OF BRANDED RECEIPT & JOURNAL CREDIT /DEBIT BOOKS: Triplicate (GREEN, YELLOW & WHITE) A4 BOUNDED ON THE SIDE WITH BROWN COVER  AS PER ATTACHED SAMPLE.

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

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. 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 late submission 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.
- 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



# APPLICATION FOR WATER AND SANITATION SERVICES

APPLICATION No. 2429

ACCOUNT NUMBER

**A**

**A1 PERSONAL DETAILS**

WATER	TANKER	SEWER
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Surname: \_\_\_\_\_ Name: \_\_\_\_\_  
 ID Number: \_\_\_\_\_ Postal Add.: \_\_\_\_\_  
 Tel No. (H) \_\_\_\_\_  
 Tel No. (W) \_\_\_\_\_  
 Tel No. (Cell) \_\_\_\_\_ Email Add.: \_\_\_\_\_  
 Employer: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Next of Kin: \_\_\_\_\_  
 Address & Tel No.: \_\_\_\_\_ (address & tel) \_\_\_\_\_

**A2**

**INSTITUTION DETAILS**

Name of Institution: \_\_\_\_\_ Deeds Search \_\_\_\_\_  
 Physical Address: \_\_\_\_\_ Postal Add.: \_\_\_\_\_  
 Cell No.: \_\_\_\_\_ Tel No.: \_\_\_\_\_  
 Fax No.: \_\_\_\_\_ Email: \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**A3**

**PROPERTY DETAILS**

**WHERE METER IS TO BE INSTALLED**

Town: \_\_\_\_\_ Erf No.: \_\_\_\_\_  
 Suburb: \_\_\_\_\_ Street Name: \_\_\_\_\_  
 Ward: \_\_\_\_\_ Street No.: \_\_\_\_\_  
 District Road: \_\_\_\_\_ Comment: \_\_\_\_\_  
 Landmark: \_\_\_\_\_ Directions: \_\_\_\_\_

Owner: \_\_\_\_\_  
 Occupier: \_\_\_\_\_ (Lease agreement or Letter from Owner authorising opening of water account)

Existing Meter?  YES (if yes) Date of Occupation: \_\_\_\_\_  
 Old account No.: \_\_\_\_\_  
 Meter No.: \_\_\_\_\_  
 NO (if no) \* Approved plan if within planned township  
 \* Cllrs Letter if unplanned township

Type of Usage:  DOMESTIC  INDUSTRIAL  COMMERCIAL  NON-PROFIT ORG  
 Meter Size:  15 MM  20MM  BULK METER

**"NB: IF IT IS NON-PROFIT ORGANISATION, COMPLETE "B"**  
 We undersigned read and understand the Water Supply Rules. We agree to comply with the provisions of the application and the rules as amended from time to time. Should any person take over the said property from me, whether by purchase or on lease or otherwise I agree that I shall be held responsible for all charges said until I shall have notified the Municipality in writing of the purchase, lease or other cause of my ceasing to occupy the property.

Signed By: Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Witness: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Receiving Officer: \_\_\_\_\_ Date: \_\_\_\_\_

**B**

Date Site Inspected: \_\_\_\_\_ Payment Point: \_\_\_\_\_  
 Inspecting Officer: \_\_\_\_\_ Receipt Number: \_\_\_\_\_  
 Connection Possible:  YES  NO  
 Bringing this slip with a Deposit of \_\_\_\_\_ and a connection fee of \_\_\_\_\_  
 Connection is not possible



**ILEMBE - DISTRICT MUNICIPALITY**      **IDM 18700**

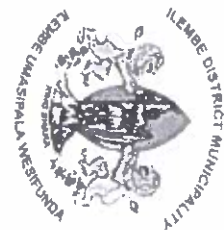
DEBIT NOTE:       CREDIT NOTE:       MONTH:

	NAME:	ACCOUNT NO:	TARIFF CODE:	AMOUNT:	ALPHA:	METER NUMBER:	DOCUMENT NO:
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

DETAILS:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_

PREPARED BY: \_\_\_\_\_      AUTHORIZED BY: \_\_\_\_\_      CAPTURED BY: \_\_\_\_\_      AUTHORIZED ON SYSTEM BY: \_\_\_\_\_



**ACKNOWLEDGEMENT OF DEBT**

**UKWAMUKELA KWESIKWELETU SAMANZI ESIKHONA**

Owner Deceased / Umnikazi weMitha Oshonile phatha:  
 Death Certificate and Your ID /  
 Isitifiketi sokushona nepasi lakho

Owner Relocating / Umnikazi Uyahutha phatha:  
 ID and Deposit fee / Isasi lakho nemali yediposi  
 Letter from previous owner or in person / Incwadi ephuma kumnikazi noma yena sibili

2486

OLD INDALA		NEW ENTSHA	
Name / Igama	_____	Name / Igama	_____
ID No. / Umazisi	_____	ID No. / Umazisi	_____
Account No. / Inombolo yeAkhawunti	_____	Account No. / Inombolo yeAkhawunti	_____
Meter No. / Inombolo yemitha	_____	Meter No. / Inombolo yemitha	_____
Last Meter Reading	_____	Last Meter Reading	_____
Amount Owing / Isikwiletu	_____	Amount Owing / Isikwiletu	_____
Date	_____	Date	_____
Name	_____	Name	_____
Sign	_____	Sign	_____
Received by:	_____	Received by:	_____

**PAYMENT - Gazetted 24 November 2009 - Chapter 2: Application Payment and Termination**

**Payment for Water Services:**  
 The Owner, occupier and customer shall jointly and severally liable and responsible for payment of all water services charges and water service consumed by a customer or in the relevant accommodation unit or premises.