



QUOTATION

SUPPLY AND DELIVERY OF CLEANING MATERIALS(2 Years Contract)

BID NO: CORP- 003/16/17

REQUEST FOR QUOTATION:

Dr Nkosazana Dlamini-Zuma Municipality is requesting Bids from a suitably qualified and experienced Service Provider to Supply and Delivery of Cleaning materials to the Municipality.

This quotation will be evaluated in terms of the 80/20 Preferential Procurement Point system and the points will be allocated as follows. **80 – Price, 20 - BBBEE**. Late or faxed quotes will not be accepted. Failure to comply with the above conditions will invalidate your offer.

COMPULSORY BRIEFING AND BID DOCUMENTS

The compulsory briefing meeting will be held on the **02 May 2017 at 10:15 am** at Dr Nkosazana Dlamini Zuma Municipality(Creighton Office) and Bid documents will be obtained on the same date from **08h00 to 10h00** at the SCM office. The cost of the bid document is **R 355.00** which is non-refundable.

MANDATORY DOCUMENTS TO BE SUBMITTED WITH THE QUOTE:

- Valid original tax clearance certificate
- A certified copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other). A letter of exemption can be obtained from the Municipality for incumbents who do not pay for services together with a letter of proof of residency.
- Certified copy of a certificate of Company Registration with the Registrar of Companies and CC's (CK).
- Certified copy of B-BBEE certificate / Certified Affidavit
- Certified copies of ID's.
- Registered with CSD
- Form of offer
- MDB 4, 8 and 9

CLOSING DATE:

Bid documents must be submitted in a sealed envelope clearly marked with the quotation number and closing date and dropped off in the quotation box at the **Dr Nkosazana Dlamini-Zuma Municipality Offices, Main street, Creighton** by no later than **08 May 2017 before 12h00.**

Enquiries may be directed to the following persons during office hours (08:00 – 16:30)

Procedure related enquires: Miss .N Holiwe (039 833 1038)

Technical enquiries: Mrs C. Taylor (039 833 1038)



N.C. VEZI
Municipal Manager