



ADVERT PREPARATION AND PRINTING OF MUNICIPAL NEWSLETTER

BID NO: MM – 058/17/18

REQUEST FOR BIDS

Dr Nkosazana Dlamini- Zuma Municipality is requesting Bids from a suitably experienced Service Provider for the **Preparation and Printing of Municipal Newsletter**.

This bid will be evaluated in terms of Functionality and 80/20 Preferential Procurement Point system and the points will be allocated as follows: **80 – Price, 20 - BBBEE**.

QUOTE DOCUMENTS

Quote documents will be available from the 05 March 2018 at Creighton office during office hours until the 12 March 2018 before 10h00am. The cost of the quotation document is R130.00 which is non-refundable.

MANDATORY DOCUMENTS TO BE SUBMITTED WITH THE BID:

- Valid tax clearance certificate or Tax Compliance Status PIN
- 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.
- Form of offer
- MDB 4, 8 and 9
- Registration with CSD

CLOSING DATE:

Bid documents must be submitted in a sealed envelope clearly marked with the Tender number and closing date and dropped off in the tender box at the **Dr Nkosazana Dlamini-Zuma Municipality Offices, Main street, Creighton** by no later than **12 March 2018 before 12h00.**

Late or faxed bids will not be accepted. Dr Nkosazana Dlamini-Zuma Municipality reserves the right not to make an appointment.

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: Mr T Majola (033) 702 3000



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N.C. VEZI
Municipal Manager

ENTERED 01 MAR 2018

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