



ADVERT
SERVICE PROVIDER TO CONDUCT KNOW AND APPLY DIPLOMATIC
PROTOCOLS AND ETIQUETTE
QUOTE NO:CORP-Q041/22/23

REQUEST FOR QUOTATIONS: MUNICIPALITY

Dr Nkosazana Dlamini Zuma Municipality is requesting bids from a suitably qualified and experienced service provider to conduct know and apply diplomatic protocols and etiquette.

This quote will be evaluated in terms of the 80/20 Preferential Procurement Point system and the points will be allocated as follows. **80 – Price, 20 –SPECIFIC GOALS.**

Specific Goals:

	POINTS	SUPPORTING DOCUMENTS
PRICE	80	
SPECIFIC GOALS	(20)	
Company operating within the Jurisdiction Dr NDZ LM	10	CIPC Document reflecting NDZ company physical Address
Company 100% owned by black South African	5	Summary of CSD reflecting Race and Identity document or Drivers Licence
Company 60% owned by black South African women or company 50% owned by black South African with disability or company outside of Dr NDZ LM but within Harry Gwala District	5	1.Summary of CSD reflecting 60% company owned by black (Women) Gender and Identity document or Drivers Licence OR 2. Summary of CSD reflecting 50% owned

		by a black South African with (Disability) , a proof of medical certificate and Identity document or Drivers Licence OR 3.CIPC document reflecting physical address of a company outside of Dr NDZ LM but within Harry Gwala District
Total points for Price and SPECIFIC GOALS	100	

AVAILABLE OF DOCUMENTS

Quote documents will be available from the **02th March 2023** at Creighton during office hours until the **9th March 2023** before 10h00am. The cost of the bid document is **R174.00**.

DOCUMENTS TO BE SUBMITTED WITH THE BID :

- Valid tax clearance certificate or Tax Compliance Status PIN
- Submit proof that the bidders (Company) and its directors are not owing municipal services.
- Copy of a certificate of Company Registration with the Registrar of Companies and CC's (CK).
- Specific Goals supporting documents
- Certified copies of ID's.
- Form of offer
- MDB 1, 4, 6.1, 8 and 9 must be fully completed.
- Registration with CSD

CLOSING DATE:

Quote documents must be submitted in a sealed envelope clearly marked with the quotation 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 **9th March 2023 before 12h00**. Late or faxed bid will not be accepted. Failure to comply with the above conditions will invalidate your offer.

The Dr Nkosazana Dlamini Zuma Municipality reserves the right not to make an appointment.

NB: Quote will remain valid for a period of 60 days from date of the closing of the Bid.

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 J Sondezi



N.C. VEZI
Municipal Manager

ENTERED 07 MAR 2023