

## QUOTATION NOTICE & INVITATION



**GOVAN MBEKI LOCAL MUNICIPALITY**

**QUOTATION NO.: 8/3/2-116/2020**

**CLOSING DATE: 24/11/2020 AT 12H00**

### **SUPPLY & DELIVERY OF STATIONARY AT GOVAN MBEKI SECUNDA STORES**

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), quotations are hereby invited for SUPPLY & DELIVERY OF STATIONARY AT GOVAN MBEKI SECUNDA STORES.

The request for quotation will be advertised from 16<sup>th</sup> November 2020 till 24<sup>th</sup> November 2020. Quotation documents and specifications will be available on the **16<sup>th</sup> November 2020 @** Cashier's point up on payment of a Non – refundable fee of **R250.00**, or Payable to **Bank Holder: Govan Mbeki Municipality, Standard Bank: 030 192 358, Branch: 05544454, Reference: 8/3/2-116/2020.**

The closing time for receipt of quotations is **12:00hrs** on **24/11/2020**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late quotations** will under no circumstances be considered and accepted. The quotation box will be emptied just after closing time on the closing date. Hereafter all quotations will be public.

Any technical enquiries relating to the quotation document may be directed to the

- 1. Mr. Petros Nomtswe on 017 620-6000 (x6754)**
- 2. Mr. Ntokozo Mabizela on 017 620-6112.**

Any SCM enquiries relating to the quotation document may be directed to the **Mr. Sipho Madondo** on **017 620 6193/6112**.

Fully completed quotation documents, clearly marked "Quote No.8/3/2-116/2020:" SUPPLY & DELIVERY OF STATIONARY AT GOVAN MBEKI SECUNDA STORES " must be placed in a sealed envelope and placed in the tender box at Secunda Head Office, Horwoord Street, CBD Secunda, 2302 by no later than **12h00** on **24/11/2020**. The envelope must be endorsed with number, title and closing date as indicated above.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Govan Mbeki Local Municipality where 80 points will be allocated in respective of price and 20 points in repective of BBBEE.

No awards will be made to a person:

- Who is not registered on the Central Supplier Database
- Who is in the service of the state;
- If that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

The municipality reserves the right to withdraw any invitation to quote and/or to re-advertise or to reject any quote or to accept a part of it. The municipality does not bind itself to accepting the lowest quotation or award a contract to the bidder scoring the highest number of points.

NB: Only locally produced or manufactured goods, meeting the stipulated minimum threshold for local production and content, will be considered in line with Regulation 8(2) of the Municipal Supply Chain Management Regulations and National Treasury Circular 69.”

**Prequalifying criteria for Preferential Procurement shall apply. RFQ's will be pre-qualified on (1) criteria for preferential procurement. Only bidders that meet the following pre-qualifying criteria shall be considered:**

**Only level 1 BBB-EE companies are eligible to apply (Bidders to submit a SANAS Accredited BBB-EE Certificate or a valid sworn affidavit will be accepted and further evaluated).**

**The following documents have to be attached (Bidders that fail to submit documents indicated as compulsory will be disqualified)**

- **Original certified copy of valid BBBEE Certificate (Non-compulsory but failure to submit, no points will be awarded for BBB-EE) only SANAS accredited or Affidavits will be accepted.**
- **Copy of company registration certificate (CK) – Compulsory**
- **Copy/ print Tax Compliance status pin issued by SARS - Compulsory**
- **Copy of current municipal account (not older than 3 months) or copy of valid Lease Agreement (and landlord's municipal rates account) – Compulsory**
- **Valid CSD summary report – Compulsory**
- **All forms must be filled in full – Compulsory**
- **Contract/Order of similar projects for company- Compulsory**

Ms. E.K. Tshabalala  
ACTING MUNICIPAL MANAGER  
GOVAN MBEKI MUNICIPALITY  
Main Municipal Building  
Horwood Street  
SECUNDA, 2302