



REQUEST FOR QUOTATIONS

FULL COLOUR A4 BOOKLETS, PRINTED 2 SIDES, GLOSSY PAPER

SCM CONTACT PERSON:	Mrs. E Wilken
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1550
TECHNICAL ENQUIRIES/ADDITIONAL INFORMATION:	Ms. TL Ravele PMS Manager
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1056
REFERENCE NUMBER:	SCM/MOH/15/2018
DESCRIPTION:	Full colour A4 booklets, printed 2 sides, glossy paper
ADVERTISEMENT DATE:	09/05/2018
CLOSING DATE:	16/05/2018
CLOSING TIME:	14:00
COMPULSORY SITE MEETING :	No
SITE MEETING VENUE:	N/A
SITE MEETING DATE:	N/A
SITE MEETING TIME:	N/A
PUBLIC OPENING:	No

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000

This request for quotation is subject to the terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2011. It is solely the responsibility of aspirant vendors who desire to avail themselves of the preferences available under this policy to familiarise themselves of its contents and to make such claims for preference. (Copies of the Policy may be obtained from the Supply Chain Management Unit or downloaded from National Treasury website: www.treasury.gov).

NB!! BBBEE CERTIFICATES FROM ACCREDITED RATING AGENCY TO BE ATTACHED TO QUOTATION IF YOU WISH TO CLAIM PREFERENCES IN TERMS OF THE ABOVEMENTIONED REGULATION.

<u>ITEM</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>
01	50	Full colour A4 booklets, printed 2 sides, glossy paper

NB:

Compulsory Documentation to be attached to Quotation, failure to submit valid documents as specified below will **invalidate the offer**:

1. Valid tax clearance
2. Declaration of interest (MBD4) obtainable from the Municipality's website

Moreover, submit BBBEE certificate to enable the bidder to claim BBBEE points.



Please deposit Quotation in the Quotation box situated at the Municipal Offices.

All Quotations **must be** submitted on your Companies official documentation **with letterhead** alternatively the Quotation must be stamped with your Companies official stamp.

NB: The following shall not be considered:-

- (a) Quotations received after the closing date and time determined here-in.
- (b) Quotations of which the envelopes have not been duly marked for identification.
- (c) Telegraphic, faxed and telephonic tenders or those completed in pencil.

Vendors Registration:

Prospective vendors must be registered on the Municipal Suppliers Database and also Centralised Suppliers Database.

No Orders may be issued if a Supplier is not registered on Municipal Supplier Database.

NOTE: “The Municipality may not necessarily accept the lowest or any other offer, and reserves the right to select in its favour any, all, or no portion of any offer made.”

***NB:** No quotations will be considered from persons in the service of the state*

**MSCM Regulations: “in the service of the state” means to be –*

(a) a member of –

(i) any municipal council

(ii) any provincial legislature; or

(iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the PFMA, 1999

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature

Yours Faithfully

Mr. S Selepe
Municipal Manager