



Date: 28 FEBRUARY 2019

SCM 147 / 2018-19

## NOTICE

**FORMAL WRITTEN QUOTATION ARE REQUESTED FROM SUITABLE SERVICES PROVIDERS: TO PROVIDE CATERING SERVICES AND SOUND SYSTEM FOR AN MPAC PUBLIC ROAD SHOW AT SETHLARE HALL- BUSHBUCKRIDGE**

Kindly furnish the district municipality with a formal written quotation for the services as stated above. See the specifications below. Quotes that do not cover the scope or specifications will be disqualified.

The quotation must be submitted on the letterhead of your business and must be hand delivered to Ehlanzeni District Municipality offices at office no. *NI 32, 8 Van Niekerk Street, Mbombela, on or before 10H00, on the 8<sup>TH</sup> of MARCH 2019.*

**Pre-qualification criteria.**

Only bidders who have a minimum of level one for B-BBEE status level of contribution and being an EME or SQE in terms of regulation 4.1. of the amended PPPFA regulations will be considered for evaluation.

The following conditions will apply:

- **Only suppliers that are registered on the Central Supplier Database will be considered for appointment. Please go to [WWW.CSD.GOV.ZA](http://WWW.CSD.GOV.ZA) to register before submission of quotations**
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- This invitation for quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000).
- Prospective service providers are required by law to complete the MBD 4 Declaration of interest) which must be completed and submitted together with your quotation.
- The successful provider will be the one scoring the highest points.

**NB: No quotations shall be considered from persons who are in the service of the state.**

Please attach the following documents with the quotation:

1. Certified BBBEE Certificate to obtain preference points.
2. Bank letter with bank stamp not older than three months / a cancelled cheque - if the banking details are not verified on the CSD report
3. Complete the declaration of interest form (Obtainable from SCM unit).

FOR TECHNICAL ENQUIRIES PLEASE CONTACT: P. MASHEGO AT 013 759 8500

FOR PROCUREMENT RELATED ENQUIRIES PLEASE CONTACT: SP KHUMALO AT 013 759 8573 OR SC THELA AT 013 759 8510.

Failure to comply with these conditions may invalidate your offer.

Regards,

**Supply Chain Management**



**SPECIFICATION:**

THE QOUTATION MUST COVER THE FOLLOWING AREAS:

**Scope of Service**

- Breakfast 50 people, tea, coffee, sandwiches and scones
- Lunch : 350 people, pap, rice, beef stew, grilled chicken, 2 salads , 2 veggies, and cold drink
- Still water : 350
- Tent that can accommodate 350 people
- 350 chairs and 2 tables
- Sound system with two roving microphones that will be audible to 350 people in the tent.

