Date: 30 JANUARY 2018 **SCM 92 / 2017-18**

NOTICE

FORMAL WRITTEN QUOTATION ARE REQUESTED FROM SUITABLE SERVICES PROVIDERS:
TO SUPPLY OFFICE REFRESHMENTS

Kindly furnish the district municipality with a formal written quotation for the services as stated above.

The quotation must be submitted on the letterhead of your business and must be hand delivered to Ehlanzeni District Municipality offices at office no. ***N1 32, 8 Van Niekerk Street, Mbombela*** *or faxed to 086 696 5763 on or before 12H30, on the 07 February 2018.*

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 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 further information regarding the specifications 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