



PHOKWANE LOCAL MUNICIPALITY

24 FEBRUARY 2017

BID NO: PHS14/2016

BID NAME: SUPPLY AND DELIVERY OF STATIONARY ON A FIXED TERM CONTRACT.

Phokwane Local Municipality invites service providers to submit their quotations for the:
Supply and delivery of stationary on a fixed term contract.

➤ **See attached for specifications**

This quote will be evaluated in terms of the 90/10 preference system as prescribed in the PPPFA, Act (No 5 of 2000) and the Supply Chain Management Policy of Phokwane Local Municipality.

90 Price and 10 BBBEE Status level.

The closing date for submissions is the **16 MARCH 2017 @ 12:00pm**. Bid documents (MBD documents, Tax clearance certificate, paid-up Municipal account and BBBEE certificate) must be sealed in an envelope clearly marked **Bid PHS14/2016 : Supply and delivery of stationary on a fixed term contract** and must be deposited in the Tender Box of Phokwane Local Municipality at the Reception, Ground floor, Hartswater Municipal Buildings, 24 Hertzog Street, Hartswater. Price for the bid documents is R500.00 non-refundable. Bid documents are obtainable at Phokwane Local Municipality offices Hartswater during working hours - 08:00am – 16:15pm. Council reserves the right to accept multiple bids for the same project. Enquiries regarding this bid: Mrs M. Markram – 053 4749700.

Supply Chain Management enquiries may be directed to: Mr. Basie Segalo / Mrs. Marinda Viljoen at tel: 053 474 9700.

PLEASE NOTE THAT FAXED, E-MAILED OR LATE QUOTATIONS WILL NOT BE ACCEPTED.

The following conditions will apply:

- a. The lowest or any tender will not necessarily be accepted and the Council reserves the right to accept any portion of any tender and to waive any requirements as contained in the bid conditions and or specifications.
- b. The bids will be evaluated in terms of the 90 (price) / 10 (B-BBEE status) preferential point system as prescribed in the PPPFA, Act (No 5 of 2000) and the Supply Chain Management Policy of Phokwane Local Municipality.
- c. Price(s) quoted must be valid for at least ninety (90) days from the date of your offer.
- d. Price(s) quoted must be firm and must be inclusive of VAT.
- e. Latest proof of municipal account that is not in arrears for 90 days. Lease agreement must be accompanied by municipal account of the owner of the company. In the event of residing at the rural area where services are not rendered a letter from the tribal authority with affidavit.
- f. Appended to the tender documents should be the following statutory supporting documents: a) Certified copies of Identity Documents of members/shareholders/directors of the company (original stamp not older than 3 months), b) Valid CIPC documents / copies of company registration documents, c) Declaration of interest forms duly completed (MBD documents). d) General conditions of contract must be properly signed.
- g. Tenderers should provide proof of registration with the Central Supplier Database (CSD).
- h. Original valid Tax Clearance Certificate and/or copy of Tax Clearance Certificate with PIN verification issued by SARS.
- i. Products must be SABS approved.
- j. BBBEE Certificate must be attached (No points will be claimed without BBBEE certificate)
- k. Comply with conditions as specified in the Bid document and or Specifications document.
- l. Specifications must be disclosed on your quotation.
- m. Original quote on company's letter head must be attached.

NB: Failure to comply with these conditions will result in your offer being disqualified. All above mentioned conditions are compulsory.

ADV M.C. MOGALE
Municipal Manager