



HARRY GWALA DISTRICT MUNICIPALITY

“Together We Deliver and Grow”

OFFICE OF THE MUNICIPAL MANAGER

40 Main Street, Private Bag X501, IXOPO 3276

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ADVERTISEMENT

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR THE DESIGN, SUPPLY, DELIVERY AND INSTALLATION OF OUTDOOR FLAGS

Proposals are hereby invited from reputable, suitable qualified, experienced and Accredited Service Providers to design, supply, delivery and installation of twenty (20) outdoor flags.

SPECIFICATION

Design, supply, delivery and Install of twenty (20) outdoor flags for Harry Gwala District Municipal Offices and Satellite Offices in the following areas:

- **Main Office (Ixopo) (6) flags size: 1200 X 1800mm**
- **Ubuhlebezwe Satellite Office (Including All Plants) (3) flag size: 1200mm X 1800mm**
- **Umzimkhulu Satellite Office (Including All Plants) (3) flag size: 1200mm X 1800mm**
- **Greater Kokstad Satellite Office (Including All Plants) (3) flag size 1200mm X 1800mm**
- **Dr. Nkosazane Dlamini-Zuma Satellite Office (Including All Plants) (3) flag size 1200 mm X 1800mm**
- **Disaster Management Centre (2) flag size 1200mm X 1800mm**
- **6 X National flags of the Republic of South Africa**
- **6 X Harry Gwala district Municipality flags with logo and relevant colours.**
- **2 X Greater Kokstad Municipality flags with logo and relevant colours.**
- **2 X uMzimkhulu Local Municipality flags with logo and relevant colours.**
- **2 X Dr. Nkosazana Dlamini Zuma Local Municipality flags with logo and relevant colours.**
- **2 X Ubuhlebezwe Local Municipality flags with logo and relevant colours.**

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Important Details

- **Bunting material used in manufacturing of outdoor flags.**
- **Rope and toggle, ready for hanging.**
- **Fabric must be cleanable, preferably washable.**
- **All flags to have weather guard fabric.**
- **All flags should have single-sided print (90% shine through).**
- **Installation will be done in all four Local Municipalities.**
- **Material sample is required from all bidders (quality assurance measure).**
- **Soft copy designs of all flags will be required from the successful bidder before printing.**
- **Timeframes will be discussed with the successful bidder through email and or telephone.**
- **Bidders must communicate with end-user department regarding relevant colours**
- **The end-user department will supply all logos to the successful bidder.**

Please Note:

Service providers must submit at least three reference letters of previous work done of this nature.

Invalid or non-submission of the following documents will lead to immediate disqualification of the tender:

- **Valid tax clearance certificate or SARS pin.**
- **Central Supplier Database Registration**

The following conditions will apply:

- **Prices quoted must be firm and must be inclusive of VAT (if applicable).**
- **All quotations submitted shall be valid for 30 days after the tender closing date**
- **A signed MBD4 form must be submitted with a price written quotation (available on our website and reception)**
- **A valid original or a certified copy of a B-BBEE status level verification certificate must be submitted to claim preference points.**
- **80/20 Preference points system will be used in Evaluation.**
- **Your company must be registered on municipal database and central supplier database.**

ASW

CLOSING DATE

The closing date for the bidders is on ~~25~~...**August 2021 at 12h00**. Quotations must be enclosed in **SEALED ENVELOPES** and clearly labelled with the project name "**Design, supply, delivery and installation of outdoor flags**" on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipality, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

BID ENQUIRIES

All tender enquiries and all other matters shall be directed in writing to **Mr. N. Tenza** on 039 834 8700 during working hours

Mrs A.N Dlamini
Municipal Manager

