



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

Harry Gwala District Municipality hereby requests for quotation from suitably experienced services providers for manufacturing, supply, and delivery of promotional items.

SPECIFICATION

PRICING SCHEDULE

ITEM	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	1.3m x 2.4 Tablecloth	8		
2	3m x 2.25m Media wall banner	5		
3	3m pull up banner	4		
4	2m x 1 aluminium A-frame banner	2		
5	Gazebo tent colour: <ul style="list-style-type: none"> • size -3mx 3m x 2.85m • fabric – 300D PU polyester, fire retardant, UV50+600mm • water resistant • 3 side walls • Branding print on the Gazebo 	2		
6	Podium: <ul style="list-style-type: none"> • material thickness 8mm • size standard • measurements 600 x 500mm • height 1200mm 	1		
	SUBTOTAL			
	VAT@15%			
	TOTAL			

NB ALL ITEMS TO BE BRANDED WITH HARRY GWALA DISTRICT MUNICIPALITY LOGO

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

- Registered on Central Supplier database registration (CSD) attach proof of registration.
- A signed MBD4 form must be submitted with all Bids (available on our website and reception).
- Utility bill: municipal statement/lease agreement/affidavit confirming non-payment of municipal services.

The following conditions will apply:

- Valid tax clearance certificate or SARS pin
- 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.
- Your company must be registered on municipal database and central supplier database.
- 80/20 Preference points system will be used in Evaluation.
- Specific goals will be used to claim preference points.
- A total of 20 points will be allocated for specific goals.

Allocation of points for specific goal

Specific goals	Number of points 80/20	Verification
RDP goal with 20 points		
Enterprise located within uBuhlebezwe local municipality	20	Utilities: directors or Co. affidavit existing lease agreement CSD
Enterprise Located within Harry Gwala District Municipality	12	Utilities: directors or Co. affidavit existing lease agreement CSD
Enterprise Located within KZN province	8	Utilities: directors or Co. affidavit existing lease agreement CSD

CLOSING DATE

The closing date for the bidders is on ¹⁴..... May 2024 at 12h00. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"PROMOTIONAL MATERIAL"** 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 Municipal, 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 to **Mr N.S. TENZA and Miss N. NGUBANE** on 039 834 8700 during working hours.



GM SINEKE

Municipal Manager