



**INVITATION TO QUOTE**  
**SUPPLY AN DELIVERY OF MUNICIPAL CALENDARS**  
**QUOTE NO: CORP - 055/14/15**

**REQUEST FOR QUOTATIONS**

Quotations are hereby invited from suitably qualified service providers to supply and deliver Municipal Calendars for the Ingwe Municipality.

This quote will be evaluated in terms of the 80/20 Preferential Procurement Point system and the points will be allocated as follows. **80 – Price, 20 - BBEE**. Late or faxed quotes will not be accepted and the Ingwe Municipality reserves the right not to make an appointment. Failure to comply with the above conditions will invalidate your offer.

**COMPULSORY BRIEFING**

Bid documents can be obtained on the briefing that will be held on the **21<sup>st</sup> November 2014** at Ingwe Municipality. The cost of the quote document is **R110.00** which is non-refundable.

**MANDATORY DOCUMENTS TO BE SUBMITTED WITH THE QUOTE:**

- Valid tax clearance certificate
- A certified copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other). A letter of exemption can be obtained from the Municipality for incumbents who do not pay for services together with a letter of proof of residency.
- Certified copy of a certificate of Company Registration with the Registrar of Companies and CC's (CK).
- Certified copy of B-BBEE certificate
- Certified copies of ID's

**CLOSING DATE:**

Quote documents must be submitted in a sealed envelope clearly marked with the Quote number and closing date and, dropped off in the tender box at the **Ingwe Municipality Offices, Main street, Creighton** by no later than **28<sup>th</sup> November 2014 at 12H00**

**Enquiries may be directed to the following persons during office hours (08:00 – 16:30)**

Procedure related enquires: Mr. Manelisi Dlamini (039 833 1038)

Technical Enquiries: Mrs. L. Mark/ Mrs. C. Taylor (039 833 1038)



**Mr. N. C Vezi**  
**Municipal Manager**