

**INVITATION TO QUOTE**

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS OF THE LEJWELEPUTSWA DISTRICT MUNICIPALITY

QUOTE NUMBER: **RFQ NO: 281/01/2016** CLOSING DATE: **02 FEBRUARY 2016** CLOSING TIME: **16:00**

**CATERING FOR VIP GUESTS, DECORATION PROGRAMME DIRECTOR & MOTIVATIONAL SPEAKER**

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

**QUOTATIONS MUST BE SUBMITTED ON THE LETTERHEAD OF YOUR BUSINESS AND BE HAND DELIVERED:**

**Ms. C Baloyi**

THE SUPPLY CHAIN MANAGEMENT OFFICE  
LEJWELEPUTSWA DISTRICT MUNICIPALITY  
CNR JAN HOFMEYER & TEMPEST ROAD  
WELKOM

Bidders should ensure that quotations are delivered timeously to the correct address. If the quotation is late, it will not be accepted for consideration.

**THIS QUOTATION IS SUBJECT TO THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT**

**THIS QUOTATION WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING CRITERIA:**

1. Relevant specifications
2. Value for money
3. Capability to execute the contract
4. 80:20 Preference Point System in compliance with Preferential Policy Framework Act & SCM Policy of the Municipality

**NB: NO QUATATIONS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition on MBD 4 attached)**

**THE FOLLOWING PARTICULARS MUST BE FURNISHED  
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)**

NAME OF BIDDER .....

POSTAL ADDRESS .....

STREET ADDRESS .....

TELEPHONE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER .....

FACSIMILE NUMBER CODE ..... NUMBER.....

VAT REGISTRATION NUMBER .....

HAS AN ORIGINAL TAX CLEARANCE CERTIFICATE BEEN ATTACHED (MBD 2)? YES/NO

ARE YOU THE ACCREDITED REPRESENTATIVE  
IN SOUTH AFRICA FOR THE GOODS/SERVICES OFFERED BY YOU? YES/NO  
(IF YES ENCLOSE PROOF)

SIGNATURE OF BIDDER .....

DATE .....

CAPACITY UNDER WHICH THIS BID IS SIGNED .....

TOTAL QUOTATION PRICE..... TOTAL NUMBER OF ITEMS OFFERED .....

**ANY ENQUIRIES REGARDING THE QUOTATION PROCEDURE MAY BE DIRECTED TO:**

**Municipality / Municipal Entity:** LEJWELEPUTSWA DISTRICT MUNICIPALITY

**Department:** SUPPLY CHAIN MANAGEMENT UNIT

**Contact Ms. Cathy Baloyi**

**Tel:** (057) 391 8943

**ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:**

**Enquiries: Mr. Martins**

**Tel:** (057) 391 8900