



# Lejweleputswa District Municipality



## RFQ NO: 281/01/2016: CATERING FOR VIP GUESTS, DECORATION, PROGRAMME DIRECTOR & MOTIVATIONAL SPEAKER

Lejweleputswa District Municipality hereby requests quotations from reputable and reliable service providers to **do catering for 100 VIP, Decorate Venue, Get suitable Programme, Director & Motivational Speaker** during 2016 Class of Grade 12 Welcome Function.

### Specifications:

**Arrival Meal:** Snacks on tables, Bottled Water & Juice

**Main Meal:** Platters (meaty and mixed); Soft Drink, Juice and Bottled Water

**Decoration:** Main table, stage and 100 VIP chairs

**Programme Director:** should understand education system and purpose of motivating class of 2016

**Motivational Speaker:** should be able to motivate class of 2016 in all aspects of life to make them improve the results the district obtained in 2015

**The quotation must be submitted on the letterhead of your business and must be hand delivered for the attention of Ms. Cathy Baloyi**

**Lejweleputswa District Municipality,  
Supply Chain Management Unit  
CNR Jan Hofmeyer and Tempest Road,  
Welkom  
9460**

**Enquiries:** Mr, M Martins  
**Tel:** (057) 391 8900

### **The following conditions will apply:**

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer
- Price(s) quoted must be firm and inclusive of VAT
- Bidders must attach quotation with a letter head of the company when submitting bids.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system in terms of the Supply Chain Management Policy, and for this purpose the **MBD1, MBD2, MBD3.1, MBD4, MBD6.1, MBD8 & MBD9** can be downloaded from LDM website ([www.lejwe.co.za](http://www.lejwe.co.za)) or collected from the SCM Unit, and be scrutinized, completed and submitted together with your quotation.
- Bidders must submit CK 1 or 2 or any form of registration with CPIC
- **Original Tax Clearance Certificate** or **Tax Clearance Certificates of All Partners** (in the case of a joint venture) must be submitted.
- Bidders must submit their latest Municipal account with the address corresponding to the company's address on CPIC registration document or a Lease Agreement
- Bidders are required to, together with their bids; submit original and valid **B-BBEE Status Level Verification Certificate** or Certified copies thereof to substantiate their B-BBEE rating claims with **SANAS Logo, for Exempted Micro Enterprise** must submit a Certificate issued by registered auditors or accounting officers with practice number.

**NB: No quotations will be considered from the person in the service of the state. No late quotations will be considered. Closing Date: 05 February 2016 @ 16:00**

**MS PME KAOTA  
MUNICIPAL MANAGER**