**INKOSI LANGALIBALELE**

**MUNICIPALITY**

**UMKHANDLU INKOSI**

**LANGALIBALELE**

INVITATION TO QUOTE

QUOTATION NOTICE: Ref: 2616

Quotations are hereby invited from interested service providers in terms of section 112 of the Municipal Finance Management Act, Act 56 of 2003 for the provision of:

Please procure as per attached schedule below:

DOCUMENTS TO BE SUBMITTED TOGETHER WITH QUOTATIONS:

* Original Valid Tax Clearance Certificate
* BBBEE certificate
* Declaration of interest form (MBD 4)
* Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
* Price(s) quoted must be firm and must be inclusive of VAT.
* A firm delivery period must be indicated.
* This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms MBD 2(Tax Clearance Certificate), MBD 4 (Declaration of interest form) & MBD 6.1(Preference point claim form) must be scrutinized, completed and submitted together with your quotation.
* The successful provider will be the one scoring the highest points.

NB: No quotations will be considered from persons in the service of the state[[1]](#endnote-1)

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Sheren

QUOTATION ENQUIRIES:

Further information and assistance please contact Andile/Sheren in Finance Department at this telephone number (036) 342 7842 during office hours.

QUOTATION SUBMISSION;

Quotations must be submitted to the Supply Chain Management Office situated on the ground floor, Civic Buildings, Victoria Street or can be e-mailed to, [sheren@mtshezi.co.za](mailto:sheren@mtshezi.co.za) by not later than **8/08/2017.**

The 80/20 Preference Point System will be used to evaluate quotations. The 80 points shall be used for price and 20 points for BBBEE. **DATE ADVERTISED: 03/08/2017**

**SCHEDULE**

|  |  |
| --- | --- |
| **QUANTITY** | **DESCRIPTION** |
|  | **BOOKS A4 SIZE** |
|  |  |
| **50** | **CASHIER MANUAL RECEIPTS BOOKS – 150 PER BOOK** |
|  | **TRIPLICATE CARBONISED – (WHITE,GREEN &YELLOW)** |
|  |  |
| **50** | **BANK CONTROL BOOKS – 100 PER BOOK** |
|  | **DUPLICATE CARBONISED -(WHITE AND YELLOW)** |
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**DELIVERY ADDRESS:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Civic building, Victoria Street**

**Estcourt**

**3310**

1. **\*** MSCM Regulations: “in the service of the state” means to be –

   a member of –

   any municipal council;

   any provincial legislature; or

   the national Assembly or the national Council of provinces;

   a member of the board of directors of any municipal entity;

   an official of any municipality or municipal entity;

   an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

   a member of the accounting authority of any national or provincial public entity; or

   An employee of Parliament or a provincial legislature. [↑](#endnote-ref-1)