



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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REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS: COORDINATOR FOR MEDIA TOUR

Harry Gwala District Municipality hereby invites quotations from experienced service providers to submit written price quotations for Coordinating media tour on behalf of the municipality.

SPECIFICATION

Detailed Terms of reference are available on municipal website: www.harrygwalam.gov.za and on request to Supply Chain Management.

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

- Valid tax clearance certificate or SARS pin
- Certified Copies of company or CC documents together with certified copies of members' IDs
- Company Profile
- Central Supplier database registration

The following conditions will apply:

- 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.
- A signed MBD4 must be submitted with all bids (available on our website or at the reception)
- A certified or original valid BBBEE status level verification certificate must be submitted to claim preference points
- 80/20 Preference points system will be used in Evaluation
- Your Company must be registered on municipal database

CLOSING DATE

The closing date for the bidders is **on 07 August 2017 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **“COORDINATOR FOR MEDIA TOUR”** 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.Tenza** on 039 834 8700 during working hours

Mrs A.N. Dlamini
Municipal Manager