



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

Harry Gwala District Municipality hereby requests quotations from suitably experienced service providers to supply and deliver 50 emergency relief boxes to be utilized for disaster incidents.

SPECIFICATION/SCOPE

1. The specification with which the emergency relief box must comply are as follows:

Items	Size	Quantity
Aluminium Pots and Lids (10 piece)	15cm, 17,5cm, 20cm, 22,5cm, 25cm	1
Stainless Steel Water Kettle for Gel Stove	3 Litre	1
Enamel Plates	22cm	12
Enamel teacups	8cm	12
Enamel Bowls	20cm	12
Plastic water bottle with tap	20 Litre	1
Plastic washing basin	55cm	1
Plastic dishwashing basin	38cm	1
Plastic bucket with lid	20 Litre	1
Gel stove, SABS tested	2 Plate	1
Gel, SABS tested	5 Litre	1
Eating utensil (stainless steel)	Tablespoons	12
	Teaspoons	12
Stainless steel chopping knife	9"inch	2
Stainless steel breadknife	200mm	2

Individual emergency relief box must consist of the above items with X50 Boxes, packed and sealed in durable cardboard boxes to ensure safe transport, delivery, and easy packing.

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

- Detailed Central Supplier database registration (CSD)
- The following MBD forms must be submitted with all Bids (available on our website and reception). MBD4, MBD6.1, MBD8, MBD9
- Municipal utility bill for the property rates and services for the company not older than 90 days/valid lease agreement/affidavit when your company operates from home or rural area. Attach a municipal payment arrangement agreement with the municipality for rates and services that are in arrears for more than 90 days.
- Quotations must be on company letterhead showing company registration number and VAT registration number (if applicable)
- Medical certificate for those with disability

The following conditions will apply:

- Valid tax clearance certificate or SARS pin
- 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.
- Your company must be registered on municipal database and central supplier database.
- 80/20 Preference points system will be used in Evaluation.

Allocation of specific goals

Specific goals allocated on terms of this tender	Number of points 80/20	Verification documents
Ownership goal		
Youth ownership ≥51%: black	20	ID copies of directors company registration detailed CSD Shareholders certificate
Women ownership ≥51%: black	12	ID copies of directors company registration detailed CSD Shareholders certificate
Ownership with disability ≥51%: black	8	ID copies of directors company registration detailed CSD medical certificate

CLOSING DATE

The closing date for the bidders is on ~~..30~~ **October 2024 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"SUPPLY AND DELIVERY OF 50 EMERGENCY RELIEF BOXES"** 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 **Mrs T Dzanibe or Miss N Mbona** on 039 834 8700 during working hours.



GM SINEKE
Municipal Manager

