



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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Email: jilin@harrygwaladm.gov.za

ADVERTISEMENT

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR THE DESIGN, SUPPLY, DELIVERY AND INSTALLATION OF SIGNAGE

Proposals are hereby invited from reputable, suitable qualified, experienced and Accredited Service Providers to design, supply, delivery and installation of COVID-19 signage.

SPECIFICATION

Design, supply, delivery and install of COVID-19 signage for Harry Gwala District Municipal Offices and Satellite Offices in the following areas:

- **Main Office (Ixopo)** (COVID-19 board x 3, property rules board x 3, no mask –no entry board x 7, how to wash hands board x 7 and keep your distance board x3);
- **Ubuhlebezwe Satellite Office (Including All Plants)** (COVID-19 boards x 4, property rules x 4, no mask – no entry board x 4, how to wash hands board x 4 and keep distance board x 4);
- **Umzimkhulu Satellite Office (Including All Plants)** (COVID-19 boards x 10, property rules x 10, no mask – no entry board x 10, how to wash hands board x 10 and keep distance board x 10);
- **Greater Kokstad Satellite Office (Including All Plants)** (COVID-19 boards x 6, property rules x 6, no mask – no entry board x 6, how to wash hands board x 6 and keep distance board x 6);
- **Dr. Nkosazane Dlamini-Zuma Satellite Office (Including All Plants)** (COVID-19 boards x 13, property rules x 13, no mask – no entry board x 13, how to wash hands board x 13 and keep distance board x 13);

Please Note:

Service providers must submit at least three reference letters of previous work done of this nature.

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The Service Provider is required to use metal and plastic signs when installing in the listed Satellite Offices.

The sizes are as follows:

- Covid-19 boards – 2M X 2M
- Property rules boards – 1M X 1M
- No mask entry boards – 400mm X 400mm
- How to wash hands boards – 400mm X 600mm
- Keep your distance board – 1M X 500mm

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

- Valid tax clearance certificate or SARS pin.
- 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 form must be submitted with a price written quotation (available on our website and reception)
- A valid original or a certified copy of a B-BBEE 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 and central supplier database.

CLOSING DATE

The closing date for the bidders is on ²⁵ ~~05~~ **August 2021 at 12h00**. Quotations must be enclosed in **SEALED ENVELOPES** and clearly labelled with the project name **"Design, supply, delivery and installation of COVID-19 signage"** 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 Municipality, 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 in writing to **Mrs. P Cele** on 039 834 8700 during working hours

Mrs A.N Dlamini
Municipal Manager



COVID – 19

PROTECT

YOURSELF

DUE TO THE SERIOUS CONDITIONS OF THE CORONAVIRUS, WE APPEAL THAT YOU ADHERE TO THE PRESCRIBED RULES AND REGULATIONS OF THESE PREMISES TO STOP THE SPREAD OF THE VIRUS.

1.5 METRE SOCIAL DISTANCING IS REQUIRED

- 1. PLEASE SANITIZE AT THE ENTRANCE**
- 2. KEEP THE CONTACT TO A MINIMUM**
- 3. AVOID RUBBING YOUR FACE**
- 4. WASH HANDS FOR AT LEAST 30 SECONDS**
- 5. COUGH OR SNEEZE INTO A TISSUE OR USE THE INSIDE OF YOUR ELBOW**
- 6. FACE MASKS MUST BE WORN AT ALL TIMES**

PROPERTY RULES



**NO ALCOHOL
ALLOWED**

NO ALCOHOL



NO DRUGS



NO SMOKING



NO WEAPONS

NO MASK



NO ENTRY

HOW TO WASH YOUR HANDS



Wet your hands



Apply soap



Rub hands
palm-to-palm



Scrub between
your fingers



Clean thumbs



Clean under your
fingernails



Wash your wrists



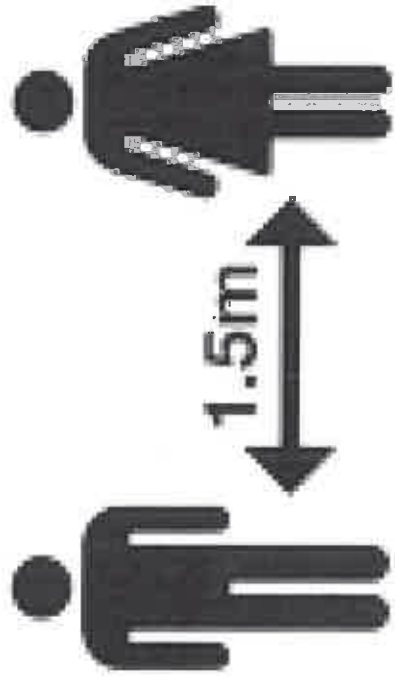
Rinse your hands



Dry with a
single-use towel

Learn more on how to be SAFE - www.ccozomexico.org.mx
COVID-19 Hotline: 0600 029 999 or Whatsapp: +52 060 012 3456

**KEEP YOUR
DISTANCE**



**HELP PREVENT
THE SPREAD**