



## **FEZILE DABI DISTRICT MUNICIPALITY**

**NOTICE NUMBER: FDDM 043/2017-18**

Date: 13 February 2018

Dear: Service provider

### **Request for Formal Written Quotation**

Kindly furnish Fezile Dabi District Municipality with a written quotation for the supply of the goods / services as detailed on the below schedule.

### **REQUEST OF A SERVICE PROVIDER FOR BRANDING OF A SHELL SCHEME AT BEELD HOLIDAY SHOW AT GALLAGHER CONVENTION CENTRE IN MIDRAND**

**TERMS OF REFERENCE:- AS ATTACHED IN THE BID DOCUMENT**

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than Tuesday, the 20<sup>th</sup> February 2018 before 12h00 to: Supply Chain Management Unit of Fezile Dabi District Municipality.

---

The following conditions will apply:

- Prices quoted must be valid for at least (30) days from the date of your offer.
- Prices quoted must be firm and must be inclusive of vat.

- A firm delivery period must be indicated, NOT LONGER THAN 10 WORKING DAYS AFTER ORDER.
- For all transaction exceeding R 30 000.00 your SARS tax Clearance certificate/Pin must be furnished.
- Copy of company registration reflecting equity owned by the members and status be in business(CIPC)
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the preferential procurement policy.
- No payments will be made to companies other than the one appointed to render this service/provide the goods.
- BBBEE Verification Certificate must be attached
- Central Supplier Database (CSD) registration number/summary report must be attached to the tender/bid document.
- **Municipal rates and taxes information** in the bid document must be duly completed by your Local Municipality or your Landlord.

**POINTS ALLOCATION FOR 80/20 PRINCIPLE:**

❖ PRICE	80
❖ BBBEE Status	20

*PROSPECTIVE BIDDERS WHO WISH TO  
CLAIM THIS POINTS ARE REQUESTED TO  
ATTACH THEIR **BBBEE** RATING CERTIFICATE.*

Failure to comply with these conditions may invalidate your offer.

**NB: Forms for claiming preferential points are available from Supply Chain Management unit offices at a non- refundable cost of R40.00 per copy.**

Yours Faithfully

---

GCOBANI MASHIYI  
CHIEF FINANCIAL OFFICER