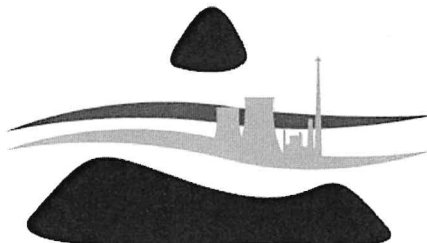


**FEZILE DABI  
DISTRICT MUNICIPALITY**



**BID DOCUMENT  
NOTICE NO: 016/2019-20**

**Supply and Delivery of School Shoes: Boys and Girls in  
Primary School**

**CLOSING DATE 09 SEPTEMBER 2019**

PREPARED FOR/BY:

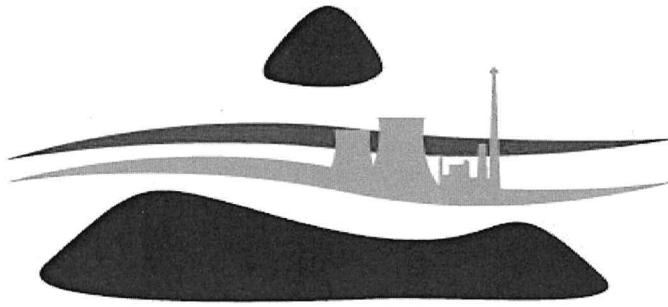
FEZILE DABI DISTRICT MUNICIPALITY  
P.O. BOX 10  
SASOLBURG  
1947

TEL: (016) 970 8600  
FAX: (016) 970 8762

ENQUIRIES: SCM UNIT  
(016) 970 8600 OR

BIDDER: \_\_\_\_\_

BID AMOUNT (VAT INCL.): \_\_\_\_\_



## **FEZILE DABI DISTRICT MUNICIPALITY**

**NOTICE NUMBER: FDDM 016/2019-20**

Date: 09 Septemebr 2019

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.

#### **SUPPLY AND DELIVERY OF SCHOOL SHOES: BOYS AND GIRLS PRIMARY SCHOOL**

#### **SPECIFICATIONS**

Kindly refer to the attached specifications

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than the 09<sup>th</sup> September 2019 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 must be furnished.
- Copy of company registration reflecting equity owned by the members and status.
- BBBEE VERIFICATION CERTIFICATE
- Municipal rates & taxes information in the bid document must be duly completed by Local Municipality or Landlord.
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the preferential procurement policy.
- Central Supplier Database (CSD) registration number/summary report must be attached to the tender/bid document.

**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

  
\_\_\_\_\_  
JOHAN REYNEKE  
ACTING CHIEF FINANCIAL OFFICER

**SPECIFICATIONS – BLACK SCHOOL SHOES (177 pairs) – TOUGHEES (BOYS AND GIRLS) OR BUCCANEERS FOR GIRLS)**

**GRADE R (13 pairs)**

SIZE	AGE	BOY/GIRL
6 (1 Pair)		1 x Boy
7 (1 Pair)		1 x Boy
8 (4 Pairs)		1 x Boy/3 x Girls
9 (5 Pairs)		5 x Boys
10 (2 Pairs)		1 x Boy/1 x Girl

**GRADE 1-3 (43 pairs)**

SIZE	AGE	BOY/GIRL
1 (7 Pairs)	6 - 8 years	7 x Boys
2 (6 Pairs)	8 - 10 years	5 x Boys/1 x Girl
3 (4 Pairs)	8 - 11 years	4 x Boys
4 (1 Pair)	8 years	1 x Girl
10 (8 Pairs)	6 - 7 years	4 x Boys/4 x Girls
11 (6 Pairs)	6 – 7 years	3 x Boys/3 x Girls
12 (6 Pairs)	7 years	3 x Boys/3 x Girls
13 (5 Pairs)	6 – 8 years	3 x Boys/2 x Girls

**GRADE 4 (21 pairs)**

SIZE	BOY/GIRL
1 (5 Pairs)	2 x Boys/3 x Girl
2 (4 Pairs)	3 x Boys/1 x Girl
3 (4 Pairs)	1 x Boy/3 x Girls
4 (5 Pairs)	5 x Boys/1 x Girl
5 (3 Pairs)	1 x Boy/2 x Girls

**GRADE 5 (15 pairs)**

SIZE	BOY/GIRL
1 (1 Pair)	1 x Boy
2 (4 Pairs)	3 x Boys/1 x Girl
3 (1 Pair)	1 x Girl
4 (3 Pairs)	2 x Boys/1 x Girl
5 (5 Pairs)	4 x Boys/1 x Girl
12 (1 x Pair)	1 x Boy

**GRADE 6 (18 pairs)**

SIZE	BOY/GIRL
1 (1 Pair)	1 x Boy
2 (2 Pairs)	1 x Boy/1 x Girl
3 (3 Pairs)	3 x Girls
4 (2 Pairs)	2 x Girls
5 (3 Pairs)	2 x Boys/1 x Girl
6 (3 Pairs)	3 x Boys
7 (4 Pairs)	4 x Boys

**GRADE 7 (18 pairs)**

SIZE	BOY/GIRL
3 (5 Pairs)	3 x Boys/ 2x Girls
4 (4 Pairs)	2 x Boys/2 x Girls
5 (2 Pairs)	1 x Boy/1 x Girl
6 (2 Pairs)	2 x Boys
7 (1 Pair)	1 x Boy
8 (3 Pairs)	3 x Boys
9 (1 Pair)	1 x Boy

**GRADE 8 (17 pairs)**

SIZE	BOY/GIRL
3 (2 Pairs)	2 x Girls
4 (4 Pairs)	4 x Boys
5 (1 Pair)	1 x Girl
6 (3 Pairs)	1 x Boy/2 x Girls
7 (7 Pairs)	4 x Boys/3 x Girls

**GRADE 9 (16 Pairs)**

SIZE	BOY/GIRL
2 (1 Pair)	1 x Girl
3 (2 Pairs)	2 x Girls
4 (3 Pairs)	3 x Boys
5 (3 Pairs)	2 x Boys/1 x Girl
6 (6 Pairs)	3 x Boys/3 x Girls
7 (1 Pair)	1 x 1 x Girl

**TUMELWANO PSPP (16 pairs)**

SIZE	AGE	BOY/GIRL	SIZE	AGE	BOY/GIRL
1 (3 Pairs)	8,14 years	2 x Boys/1 x Girl	2 (1 Pair)	9 years	Boy
4 (2 Pairs)	11 & 12 years	2 x Boys	11 (1 Pair)	7 years	Girl
5 (1 Pair)	12 years	Boy			
7 (1 Pair)	13 years	Boy			
10 (2 Pair)	7 & 10 years	2 x Boys			
12 (5 Pairs)	6, 7, 8 & 10 years	1 x Boy/4 x Girls			

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE FEZILE DABI DISTRICT MUNICIPALITY</b>					
BID NUMBER:	016/2019-20	CLOSING DATE:	09 September 2019	CLOSING TIME:	12:00
DESCRIPTION	Supply and delivery of school shoes: primary school				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX  
SITUATED AT (STREET ADDRESS

<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes  <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT  <input type="checkbox"/> Yes  <input type="checkbox"/> No		
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES, ANSWER PART B:3 ]
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER	.....		DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
DEPARTMENT			CONTACT PERSON		
CONTACT PERSON			TELEPHONE NUMBER		
TELEPHONE NUMBER			FACSIMILE NUMBER		
FACSIMILE NUMBER			E-MAIL ADDRESS		
E-MAIL ADDRESS					

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>										
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.  1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED)</b>  1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.										
<b>2. TAX COMPLIANCE REQUIREMENTS</b>										
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.  2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.  2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.  2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.  2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.  2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.  2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.										
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>										
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> <tr> <td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td> <td style="text-align: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> </table> <p>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</p>	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO	3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO									
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO									

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.  
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....

## SCM/BID: 016/2019-20

SUPPLY AND DELIVERY OF SCHOOL SHOES: BOYS AND GIRLS IN PRIMARY SCHOOL

COMPANY NAME	
POSTAL/PHYSICAL ADDRESS	
TELEPHONE NUMBER	
FAX NUMBER	
CELL NUMBER	
E-MAIL ADDRESS	