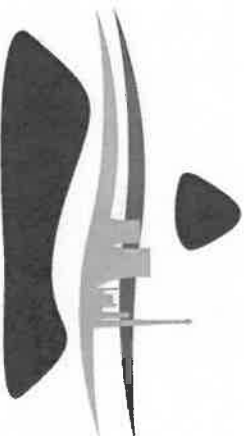


**FEZILE DABI
DISTRICT MUNICIPALITY**



BID DOCUMENT

BID NO: 015/2024-25

SUPPLY AND DELIVERY OF LAB CONSUMABLES

CLOSING DATE 31st MARCH 2025 @ 12:00PM

PREPARED FOR/BY:

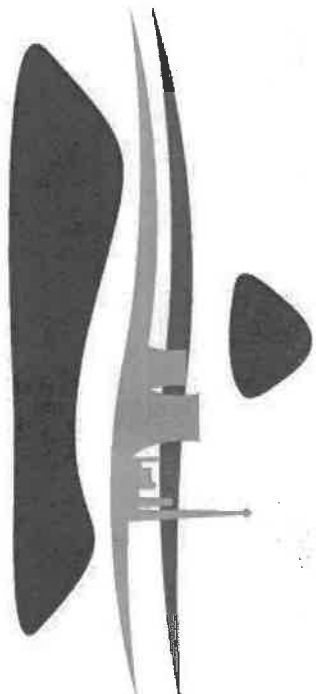
**FEZILE DABI DISTRICT MUNICIPALITY
P.O.BOX 10
SASOLBURG
1947**

**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 015/2024-25

Date: 24 March 2025

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 LAB CONSUMABLES

SPECIFICATIONS

Kindly refer to the attached specification

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than the 31 March 2025 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.
- In a case of an event, preference will be given to local service providers
- Prices quoted must be firm and must be inclusive of vat.
- A firm delivery period must be indicated, NOT LONGER THAN 7 WORKING DAYS AFTER ORDER.
- For all transaction tax Clearance certificate must be attached.
- The service provider MUST complete the following MBDs form (4, 6.1, 8 and 9) failure to complete those forms will led to disqualification.
- Copy of company registration reflecting equity owned by the members and status.

- All quotations will be evaluated in terms of preferential points system as prescribed in the preferential procurement policy regulation of 2022 and adopted by council on the 28 February 2023
- Only companies registered on the CSD will be considered.
- Municipal rates & taxes information in the bid document must be duly completed by Local Municipality or Landlord stamp or lease agreement with Landlord municipal rates and taxes or Affidavit with Landlord municipality rates and taxes.
- ID copy/copies of the Director/s of the company.
- Central Supplier Database (CSD) summary report must be attached to the tender/bid document.

POINTS ALLOCATION FOR 80/20 PRINCIPLE:

- ❖ PRICE 80
- ❖ SPECIFIC GOALS 20

| Specific Goals | Points Allocation |
|----------------------|-------------------|
| Locality | 10 |
| Women ownership | 5 |
| Disability ownership | 5 |

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 R50.00 per copy, bidders are welcome to request the bid document from SCM unit to be email for free.

Yours Faithfully


G.A. Mgcina

CHIEF FINANCE OFFICER

Fezile Dabi District Municipality Finance Department

(FOR INTERNAL USE ONLY)

Internal Control Sheet: SCM-1050

Nº 2126



Aiming above the horizon

TENDER / BID SPECIFICATIONS

ACQUISITION VALUE OF 30 000 AND ABOVE (VAT Included)

Section A: Compilation Information

Date: 11 / 02 / 2025

015 / 2024 - 25

Department / Office: LEAKES

Compiled By: Nomabanga Duvanti

Section B: specifications of Goods and / Services / Project

| | | | |
|--|---|---|--|
| Description of Goods and / or services / project | | Lab Consumables. | |
| IDP Project/ SDBIP Project (please mark X) | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | Council Resolution Number (Where Applicable) | |
| Implementation Period as per IDP / SDBIP (e.g. 2010-2011) | Budget Verification see attached | Date of Council Resolution/...../20..... | |
| Implementation Period as per IDP / SDBIP (e.g. 2010 – 2011) | These are items used in performing analysis methods | Budget vote number 3090232060052 09522412 | |
| Standard Specifications (e.g. passenger Motor Vehicle) | Kindly see attached for more information | | |
| Technical Specifications (e.g. 200cc engine, all wheel drive, etc) | | | |
| Other conditions / Requirements (e.g. Warrantees etc) | | | |

Section C: Approval

Recommended By: Grace Phisofo
Signature: [Signature]
Date: 24 / 02 / 2025

Approved By: S. Mgecu
Signature: [Signature]
Date: 25 / 02 / 2025

Authorized By: SITHAMAS
Signature: [Signature]
Date: 13 / 03 / 2025

Accounting Officer (Print Name)

Signature

Date



Fezile Dabi
District Municipality

Fezile Dabi District Municipality
John Vorster Road
P.O. Box 10
Sasolburg, 1947
Tel: +27 [16] 970 8600
Fax: +27 [16] 970 8733

Aiming above the horizon

MEMORANDUM

| | |
|-------------------------------------|---|
| TO : Chief Financial Officer | FROM: Director Environmental Health & Emergency Services |
| CC: | DATE: 19 February 2025 |

Motivation for Internal Laboratory Consumables

The above matter refers:

The Fezile Dabi District Municipality Internal laboratory (working station) needs items to be used in performing analysis methods. These items are used on regularly basis as we do not have an external laboratory services therefore they get depleted very fast.

Trust you find the above in order.

Mrs. Grace Phoofofo
Director Environmental Health & Emergency Services



OFFICE OF THE DIRECTOR

ENVIRONMENTAL HEALTH AND EMERGENCY SERVICES

DATE: 19 February 2025

DEPARTMENT: EH & ES

COMPILED BY: Nomalanga Oluranti

SPECIFICATIONS: LAB CONSUMABLES

| <i>ITEM DESCRIPTION</i> | <i>ITEM SPECIFICATIONS</i> | <i>QUANTITY</i> |
|------------------------------------|---|-----------------------------|
| Lab consumables | Quanti Tray 2000 (Counts 0-2419cfu/100ml) | 3 |
| | Quanti tray (0=2000cfu's 100ml) | 3 |
| | Colitert Pre/Abs Test 18 hours 200 test | 3 |
| | 100ml Vessel with Sodium Yjios 200/pkt | |
| | DPD free Chlorine reagent powder pillow 10ml. pk/100 | 4 packet of 100 per pack |

Phoofole

Mrs Grace Phoofole

Director: Environmental Health and Emergency Services

▼ G:General Ledger

▶ GJ:Journals

▼ GO:Enquiries

▶ GO040:Financial Information -
Summary and Detail

▶ GO050:Timesheet

▶ GS:End of Period Processing

▶ H:Consolidated Stock Control

▶ I:Bank Control

GO040-Financial Information - Summary and Detail



Total V.A.T Strct Budget Comm N-Upd Purch More

Year: 2425 Account: 30902320600F2P95ZZWD

INV - LAB CONSUMABLES - STANDARD RATED

LABORATORY SERVICES

ENVIRONMENTAL HEALTH

Adj:

Opening Balance: 0.00

| M | Month | Budget | Movement | Difference |
|--------------------------|-------|-----------|----------|------------|
| <input type="checkbox"/> | Jul | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Aug | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Sep | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Oct | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Nov | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Dec | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Jan | 33334.00 | 0.00 | 33334.00 |
| <input type="checkbox"/> | Feb | -6666.00 | 0.00 | -6666.00 |
| <input type="checkbox"/> | Mar | -6666.00 | 0.00 | -6666.00 |
| <input type="checkbox"/> | Apr | -6666.00 | 0.00 | -6666.00 |
| <input type="checkbox"/> | May | -6666.00 | 0.00 | -6666.00 |
| <input type="checkbox"/> | Jun | -6674.00 | 0.00 | -6674.00 |
| TOTAL: | | 200000.00 | 0.00 | 200000.00 |

| Budget | |
|-------------|---------|
| Approved: | 400000 |
| Additional: | -200000 |
| TOTAL: | 200000 |

| Commitments | |
|------------------------|------|
| Issue Requisitions: | 0.00 |
| Purchase Requisitions: | 0.00 |
| Purchase Orders: | 0.00 |
| Standing Payments: | 0.00 |
| Other: | 0.00 |
| Jobs: | 0.00 |
| TOTAL: | 0.00 |

| Movement | |
|--------------|-----------|
| Actual: | 0.00 |
| Not Updated: | 0.00 |
| TOTAL: | 0.00 |
| BALANCE: | 200000.00 |

FEZILE DABI DISTRICT MUNICIPALITY
Budget Verification: Order

R 200 000 Payment
Available Amount

Verified By *[Signature]* Date *25/02/2025*

OK Home Quit

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