



**UBUHLEBEZWE MUNICIPALITY
CHIEF FINANCIAL OFFICE
SUPPLY CHAIN MANAGEMENT UNIT**

**Tel : 039 834 7700 / 7745 17748 17749
Fax: 039 834 2978 / 039 834 1168
Email: procurement@ubuhlebezwe.org.za**

QUOTE NO: UBU-Q-01/09/15

Date: 08/09/2015

Dear Sir / Madam

REF: 24730

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR SALGA GAMES
PROMOTIONAL MATERIAL**

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

Compulsory briefing is scheduled on the 14 September 2015 at 10h00 at the Municipal Library Boardroom

The quotation must be submitted on the letterhead of your business and must be submitted in a sealed envelope to the Tender Box. The envelope must be clearly marked "SALGA PROMOTIONAL GAMES: UBU-Q-01/09/15" not later than the 18 September 2015 at 12h00 to: 29 Margaret Street, Ixopo 3276

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) and for this purpose the enclosed forms MBD 2, MBD 4, MBD 6.1, MBD 8 & MBD 9 must be scrutinized, completed and submitted together with your quotation.
- A valid Tax Clearance Certificate(MBD2)
- Proof of registration in the database not older than 12 months
- Proof of municipal accounts not older than 2 months
- **A certified copy of a valid BBBEE certificate**
- Proof of Company Registration Document or a copy of ID if a Sole Trader
- Letter/Statement confirming status of municipal accounts (i.e rates, water)
- Attach an affidavit confirming that none of the Directors/Shareholders are employed in the Service of the state.

NB: No quotations will be considered from persons in the service of the state.

The council does not bind itself to accept the lowest or any quotation and reserves the right to accept the quotation as whole or in part, at the rates quoted

Failure to comply with these conditions may invalidate your offer.

Yours Faithfully,

Mr GM Sineke
MUNICIPAL MANAGER

SCHEDULE

ITEM	QUANTITY	DESCRIPTION	PRICE INCLUDING VAT
		REQUEST FOR SALGA GAMES PROMOTIONAL MATERIAL	
1	38	Three striped tracksuit (Tricot)	
2	38	Three striped golf t-shirt	
3	38	Three striped ¾ shorts	
4	38	Three striped caps	
5	38	Three striped T-Shirt	
6	38	Beach towels	
		Colours: Black, White, Green, Gold	
		Logo: Embroidered to all items	

**DELIVERY ADDRESS:
29 MARGARET STREET
IXOPO
3276**