

REF: 4048  
QUOTE NO: UBU-Q-02/09/17  
Date: 05 September 2017

UBUHLEBEZWE MUNICIPALITY  
CHIEF FINANCIAL OFFICE  
SUPPLY CHAIN MANAGEMENT UNIT  
Tel : 039 834 7700  
Fax: 039 834 2978  
Email: [procurement@ubuhlebezwe.org.za](mailto:procurement@ubuhlebezwe.org.za)

Dear Sir / Madam

### REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR CORPORATE UNIFORM

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule. 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 "corporate uniform - UBU-Q-02/09/17" not later than the 15 September 2017 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.
- The quote must be submitted on a separate page containing the letterhead of your business.
- 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.<sup>MBD 2</sup>
- Valid Tax Clearance Certificate(MBD2)
- A proof of registration in the Municipal database not older than 1 year.
- Proof of registration in the Central supplier database
- **A valid certified copy of BBBEE Certificate or sworn affidavit**
- Proof of Company Registration Document
- Copy of ID if Sole Trader
- Letter/Statement confirming status of municipal accounts (i.e. rates, water) not older than 2 months.
- Attach the 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 G M Sineke  
MUNICIPAL MANAGER

<u>Items</u>	<u>Quantity and Sizes</u>	<u>Printing Requirements</u>	<u>Quotation amount Incl. VAT</u>
<b>NAVY VERSATEX POLY COTTON TWILL SKIRTS</b>	2 x size 42 2 x size 46 4 x size 40 2 x size 38 1 x size 36	NONE	
<b>KHAKI 100% COTTON TWILL SKIRTS</b>	2 x size 42 2 x size 46 4 x size 40 2 x size 38 1 x size 36	NONE	
<b>NAVY LADIES 100% POLYESTER, MINI MATTE STRAIGHT LEG PANTS</b>	1 x size 42 1 x size 40 1 x size 36 2 x size 34	NONE	
<b>KHAKI LADIES 100% POLYESTER, MINI MATTE STRAIGHT LEG PANTS</b>	1 x size 42 1 x size 40 1 x size 36 2 x size 34	NONE	
<b>NAVY TROUSERS</b>	4 x size 32 4 x size 36 4 x size 38	NONE	
<b>LIGHT BLUE CHECKED LADIES ¾ SLEEVE BLOUSE</b>	8 x Large 4 x Extra Large 2 x Medium 2 x XXL	With Municipal Logo and Municipal Name embroidered on the left pocket side	
<b>NAVY LADIES ¾ SLEEVE BLOUSE</b>	8 x Large 4 x Extra Large 2 x Medium 2 x XXL	With Municipal Logo and Municipal Name embroidered on the left pocket side	
<b>POWDER BLUE MEN'S SHORT SLEEVE SHIRTS</b>	8 x Large 4 x Medium	NONE	
<b>FATIGUE PVC COATED WATER RESISTANT 100% POLYESTER JACKETS</b>	1 x Medium 9 x Large 2 x XXL 1 x Extra Large	With Municipal Logo and Municipal Name embroidered on the left pocket side	
<b>100% ACRYLIC CHARCOAL LADIES CARDIGANS</b>	2 x Medium 5 x Large 1 x XXL	With Municipal Logo and Municipal Name embroidered on the left side	
<b>100% ACRYLIC NAVY LADIES CARDIGANS</b>	2 x Medium 5 x Large 1 x XXL	With Municipal Logo and Municipal Name embroidered on the left side	
<b>MEN'S NAVY SECURITY V-NECK JERSEYS</b>	4 x Medium 2 x Medium	NONE	
<b>LADIES TWO-TONE NAVY AND BEIGE FLEECE JACKETS WITH SIDE POCKETS AND ZIP CLOSURE</b>	6 x Large 1 x Extra Large 1 x XXL	With Municipal Logo and Municipal Name embroidered on the left side	
<b>NAVY LADIES QUILTED BODY WARMERS/ WINDBREAKER</b>	7 x Large 1 x Extra Large	With Municipal Logo and Municipal Name embroidered on	

	1 x XXL	the left side	
<b>MEN'S NAVY WINTER JACKETS</b>	3 x size Large 1 x size medium	NONE	
<b>NAVY PINAFORES</b>	8 x STD sizes	NONE	
<b>BLACK LADIES SLIP ON GENUINE CORPORATE SHOES WITH SINGLE DENSITY SOLE</b>	1 x size 4 1 x size 5 5 x size 6 1 x size 7	NONE	
<b>100% COTTON PIQUE KNIT FATIGUE LADIES GOLFER</b>	1 x Medium 6 x Large 1 x XXLarge	With Municipal Logo and Municipal Name embroidered on the left side	
<b>100% COTTON PIQUE KNIT NAVY MEN'S GOLFER</b>	1 x Medium 2 x Large	With Municipal Logo and Municipal Name embroidered on the left side	
<b>BLACK PARABELLIUM SHOES</b>	2 x Size 8 1 x Size 9	NONE	
<b>NAVY SOCKS</b>	9 pairs x to fit Size 8-12	NONE	
<b>LEATHER BLACK BELTS</b>	2 x Extra Large 1 x Large	NONE	