

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

**Tel : 039 834 7700 / 7745 / 7748 / 7749  
Fax: 039 834 2978 / 039 834 1168  
Email: [procurement@ubuhlebezwe.org.za](mailto:procurement@ubuhlebezwe.org.za)**

**QUOTE NO: UBU-Q-03/11/12  
Date: 14 NOVEMBER 2012**

Dear Sir / Madam

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR THE UPGRADE OF IXOPO OLD LIBRARY.**

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 can be submitted in a sealed envelope to the Tender Box. The envelope must be clearly marked "THE UPGRADE OF IXOPO OLD LIBRARY:- & UBU-Q-03/11/12" not later than Friday 23 NOVEMBER 2012 at 12h00 to: 29 Margaret Street, Ixopo 3276**

The following conditions will apply:

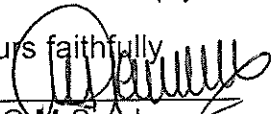
- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential 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.
- Tax Clearance Certificate(MBD2)
- A proof of registration in the database
- **BBBEE Certificate bearing SANAS LOGO (if your certificate does not have SANAS logo, it will be regarded as invalid)**
- Proof of Company Registration Document
- Copy of ID if Sole Trader
- Letter/Statement confirming status of municipal accounts (i.e rates, water)

**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 Sireke  
Municipal Manager

## SCHEDULE

The Ubuhlebezwe Local Municipality is tasked with the design and construction of the Ixopo Old Library for 2012/ 2013 financial year:

This project is located within the jurisdiction of Ubuhlebezwe Local Municipality in the Sisonke District Municipality in KwaZulu Natal.

To assist in achieving this objective, the Ubuhlebezwe Municipality invites suitably qualified and experienced Architectural consultants/civil engineering consultants who are interested in being considered to render the services of design, and construction monitoring to submit proposal in the prescribed form. The **project leader** and the **design engineer** on your project team must be registered with **ECSA as Civil Engineer/professional Architecture/Technologist**. The adjudication of this project will be based on the **80/ 20** preferential point system.

The Request for Proposal (RFP) documents for this project will be available on **Monday the 19<sup>th</sup> November 2012** at 10h00 during the compulsory clarification meeting which will be held at the Ubuhlebezwe Municipal Boardroom, situated at 29 Margaret Street Ixopo 327.

The RFP documents clearly marked "**REQUEST FOR PROPOSAL: UPGRADING OF IXOPO LIBRARY and QUOTE No**" must be deposited in the tender box outside the reception area at the Ubuhlebezwe Local Municipality offices, 29 Margaret Street Ixopo 327 by **12h00 pm** on or before **23 November 2012**, where bids will be opened in public. The name and address of the bidder must be clearly written on the sealed envelope containing the bid.

**Delivery address: 29 Margaret Street, Ixopo, 3276**