



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

**Tel : 039 834 7700 / 7745 / 7748 / 7749
Fax: 039 834 2978
Email: procurement@ubuhlebezwe.org.za**

**QUOTE NO: UBU-Q-05/11/15
Date: 09 November 2015**

OUR REF: 26225

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR SANITARY PADS.

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 "Sanitary Pads" – & UBU-Q-05/11/15" not later than the 20 November 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 6.2 MBD 8 & MBD 9 must be scrutinized, completed and submitted together with your quotation.
- A valid Tax Clearance Certificate(MBD2)
- A letter confirming proof of registration in the database not older than twelve (12) months
- **A valid certified copy of BBEE Certificate.**
- **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 two (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

ITEM NUMBER	QUANTITY	DESCRIPTION	PRICE EXCL VAT
	1472	Request supply and delivery of Sanitary (pads 20's)	
		VAT	
		TOTAL PRICE INCL	

DELIVERY
 ADDRESS
29MARGARET
STREET
IXOPO
3276