



UBUHLEBEZWE MUNICIPALITY
CHIEF FINANCIAL OFFICE
SUPPLY CHAIN MANAGEMENT UNIT
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REF: 4156
QUOTE NO: UBU-Q-07/01/18
Date: 23JANUARY 2018

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR THE SUPPLY AND DELIVERY OF HARRY GWALA MARATHON T-SHIRTS. (MBD 6.2 LOCAL PRODUCTION AND CONTENT MUST BE COMPLETED)

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 **"SUPPLY AND DELIVERY OF HARRY GWALA MARATHON T-SHIRTS."- UBU-Q-07/01/18** not later than the **02 February 2018 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 6.2 MBD 8 & MBD 9 must be scrutinized, completed and submitted together with your quotation.
- Valid Tax Clearance Certificate(MBD2)
- **Proof of registration in the Central supplier database**
- **A valid certified copy of BBBEE Certificate or sworn affidavit**
- Proof of Company Registration Document
- Copies of ID'S for Company Directors or Members
- Letter/Statement confirming status of municipal accounts (i.e. rates, water) not older than 2 months or an affidavit signed by commissioner of Oath if you do not pay municipal accounts.
- Attach the Affidavit signed by commissioner of Oath 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 INCL. VAT IF VAT VENDOR
	1500	Supply & Delivery of Harry Gwala District Marathon T-SHIRTS	
		SERVICE PROVIDERS ARE REQUIRED TO SUPPLY 100% LOCAL MANUFACTURED MATERIAL *MBD 6.2 (LOCAL PRODUCTION AND CONTENT) MUST BE COMPLETED WITH ITS ATTACHMENTS AND MUST BE ATTACHED ON THE RETURNABLES	
		Marathon to take place on 04 th March 2018	

DELIVERY ADDRESS
29 MARGARET STREET
IXOPO
3276

There will be a Compulsory Briefing Session that will take place as follows

Date: 29 January 2018
Time: 10h30
Venue: Municipal library Boardroom

SUPPLY AND DELIVERY OF HARRY GWALA DISTRICT MARATHON TSHIRTS - 2018

<u>Item</u>	<u>Specification</u>	<u>Printing Requirements</u>	<u>Sizes</u>	<u>Quantity</u>
T shirts	T shirts must be white in colour	"Harry Gwala District Marathon 2018 Hosted by Genius Athletics Club" to be printed at the back of the t SHIRT	Small	300
	Must be round neck		Medium	600
	Must be short sleeved		Large	410
	160/180g		XL	170
			XXL	20
			Total	1500
		Harry Gwala District Municipality Logo to be embroidered at the front left hand side		
		Harry Gwala District Marathon to be printed below the logo		