



MOGALAKWENA MUNICIPALITY

## ADVERTISEMENT

ADVERT DATE: 03 SEPTEMBER 2020  
CLOSING DATE: 11 SEPTEMBER 2020  
CLOSING TIME: 10H00

REQUEST TO SUBMIT QUOTATIONS NOTICE: 135/2020

DEPARTMENT: CORPORATE SUPPORT SERVICES: OHS

The Mogalakwena Municipality hereby invites service provider to supply and deliver the following items.

### SPECIFICATION FOR EMBROIDERY SERVICES (COMMUNITY SERVICES)

ITEMS TO BE EMBROIDED	DESCRIPTION	QUANTITY
CONTI JACKET	MUNICIPAL LOGO ON LEFT WITH 2019/20 UNDERNEATH, OFFICIAL SURNAME & INITIALS ON THE RIGHT SIDE AND BACK PRINTING: <b>WASTE MANAGEMENT</b>	450
T SHIRTS	MUNICIPAL LOGO ON LEFT WITH 2019/20 UNDERNEATH AND OFFICIAL SURNAME & INITIALS ON THE RIGHT SIDE	450
WINTER JACKETS	MUNICIPAL LOGO ON LEFT WITH 2019/20 UNDERNEATH AND OFFICIAL SURNAME & INITIALS ON THE RIGHT SIDE BACK PRINTING: <b>WASTE MANAGEMENT</b>	150
COTTON SUN HAT	MUNICIPAL LOGO WITH 2019/20 UNDERNEATH	150

**NB: PLEASE NOTE THAT IT'S EMBROIDERY SERVICES ONLY**

**The following conditions shall apply:**

- Prospective Bidders should be registered on **Central Supplier Database (CSD)-attach summary report.**
- Quotations must be accompanied by:
  1. valid Tax clearance certificate; (Tax compliance status pin issued should also be attached for new tax clearance certificate issued)
  2. Company registration certificate, CK1, CK2 etc.
  3. ID Copies of the shareholders
  4. B-BBEE status level certificate from an accredited agency, auditors or accountants/Sworn Affidavits
  5. MBD 1, MBD 4, MBD 6.1, MBD 6.2 and MBD 8 and MBD 9 forms obtainable on the Municipal website [www.mogalakwena.gov.za](http://www.mogalakwena.gov.za) and procurement office (stores).
  6. Municipal Account
- Quotation which are submitted in the **wrong box, faxed, e-mailed** and **submitted after the closing time** will not be considered.
- Exclusion of other items will cause a disqualification, all quotes must be prepared according to the specification
- Any alterations on the quotation must be initialed.
- Errors and/or omissions in technical specification of the offer, or the price calculations will disqualify your bid.
- No pricing option is allowed. Only one price for one brand must be supplied.
- Please indicate the brand which is quoted and that which will be delivered.
- Only locally produced or locally manufactured textiles, clothing, leather and footwear from local, raw material or input will be considered.
- The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid.
- SABS approved technical specification number SATS 1286:2011 will be used to calculate local content.
- All awards are subject to the user division confirming the sample.
- Only firm prices will be accepted, non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- Fixed prices must be valid for thirty (30) days.
- **VAT MUST BE LEVIED BY VAT REGISTERED SUPPLIERS ONLY.**
- Suppliers must be in a position to deliver within 14 days upon receipt of official order.
- Quotations will be evaluated on a 80/20 point system. Whereas 80 points will be for price and 20 for preference as per PPPFA 2000, BBBEEA 2003 and preferential procurement regulations 2011.
- **Quotation on company letterhead in sealed envelope written the notice number and/or description of service must be deposited in a quotation/notice box of Mogalakwena Municipality (Civic Center), 54**

**Retief Street, Mokopane, 0600 when all request for quotations will be opened in public in the old council chambers, on the ground floor.**

All technical queries regarding these specifications should be directed to Ms MN Magale at 015 491 9805

M.A MAMPA  
Acting Municipal Manager  
54 Retief Street  
Mokopane  
0600