



ADVERTISEMENT

ADVERT DATE: 04 MAY 2015
CLOSING DATE: 11 MAY 2015
CLOSING TIME: 12H00

REQUEST TO SUBMIT QUOTATIONS NOTICE: 74/2015

MUNICIPAL MANAGER'S OFFICE

The Mogalakwena Local Municipality (MLM) hereby invites service providers to supply and deliver the following items.

SPECIFICATIONS FOR THE MLM COUNCIL POSTERS

5000 X A1 Council Posters with the following features including Artwork on:

- MLM Composite logo on the Council posters
- Pictures of the Mogalakwena municipal council/councillors
- Vision, Mission and Values System of the municipality
- Address and contact details of the municipality
- 280 GSM Universal HQ with gold rimming on top.

The following conditions shall apply:

- ☞ **QUOTATIONS ON YOUR COMPANY LETTERHEAD** in sealed envelope written the notice number and/or description of service must be deposited in the Tender box to the Supply Chain Management Unit at 07 Retief street Mokopane (Cnr of Fourie and Retief Street - STORES BUILDING) between 07h30-16h30 (excluding between 13h00-14h00)
- ☞ 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.
- ☞ All goods supplied must be SABS approved.
- ☞ 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.

☞ Closing date for submissions will be **Monday, 11th May 2014 at 12h00.**

☞ Quotations must be accompanied by:

1. Valid Tax clearance certificate;
2. CK/Company registration certificate,
3. B-BBEE status level certificate from an accredited agency, auditors or accountants,
4. MBD 1, MBD 4, MBD 6.1 and MBD 8 forms obtainable on the Municipal website www.mogalakwena.gov.za and procurement office (stores)

☞ 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.

N.B. Please note that the all material should be approved before printing and will be delivered by the service provider. No material will be send through fax or e-mail for approval. A sample should be signed off at the municipality.

Proof of previous produced i.e. X1 Sample of the poster or calendar should be submitted with quotations by the Service Providers for evaluation before appointment. Contactable references should accompany the quotation.

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. *(More information about application and requirements, please refer to MBD 6.1 for compliance and guidance on how to be accredited or to be verified)*

For further enquiries, please contact Mr. Malesela Selokela in the Municipal Manager's office at 015 491 9760 / 083 359 6971 and Ms. Moyahabo Rasekgala in the Procurement Office at 015 491 9662.

**SELEPE P.P
ACTING MUNICIPAL MANAGER**

**54 RETIEF STREET
MOKOPANE
0600**