



MOGALAKWENA MUNICIPALITY

## **ADVERTISEMENT**

**ADVERT DATE: 09 APRIL 2015  
CLOSING DATE: 17 APRIL 2015  
CLOSING TIME: 12H00**

**REQUEST TO SUBMIT QUOTATIONS NOTICE: 53/2015**

## **MUNICIPAL MANAGER**

**The Mogalakwena Municipality hereby invites service provider to render the following services.**

### **SPECIFICATION FOR RENDERING OF COMMUNICATION FOR THE MOGALAKWENA MUNICIPALITY**

#### THE DESCRIPTION OF THE SERVICE

Rendering of communication for the Municipality regarding back to basics. MECs, Ministers and Stakeholders intervention

- Develop communication strategy for the municipality given the challenges the municipality had.
- Select major service delivery projects and plans and communicate those plans to the stakeholders.
- Develop quarterly newsletters.
- Link Mayor, Exco members, Chief Whip, Speakers and Acting Municipal Manager with the community radio stations.
- Facilitate communication between the municipality, all residents, internal and external stakeholders.

- To establish and maintain a positive relationship and mutual understanding between the Mogalakwena Local Municipality and the public

The following conditions shall apply:

- Sealed quotations 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)
- 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, 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)
- Quotation which are submitted in the **wrong tender box, faxed, e-mailed** and **submitted after the closing time** will not be considered.
- 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, BBEEA 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. Hendrick Ngoepe in the office of the Municipal Manager at 015 491 9604

Selepe PP  
Acting Municipal Manager  
54 Retief Street  
Mokopane  
0600