

**SUPPLY CHAIN MANAGEMENT UNIT****REQUEST FOR QUOTATION****QUOTATION NO:81/23/24****SUPPLY AND DELIVERY OF SCHOOL UNIFORM VOUCHERS**

Quotations are hereby invited from suitably qualified and experience contractors to Supply and deliver lifeguard equipment.

Selling of quotation document will commence **on, Friday, 09th of February 2024. The cut-off time for selling of quotation documents is 15h00 on Tuesday, 13th of February 2024.** The physical address for payment is No.2 Nkonjane Road Sundumbili (cashiers office) Protection services, payment of a non-refundable fee of **R60.00** (inclusive of VAT), (Cash only).

ITEM	QTY	DESCRIPTION
1	Minimum 90 - Maximum 180	School uniform vouchers for various schools and associated sizes as per attached list. *NB: the sizes are subject to change

Quotations will be evaluated and adjudicated according to the following criteria:

The following PPPFA Regulations 2022 Specific Goals are applicable for 80/20 evaluation criteria:

Specific Goal	Maximum Allocated Points	Verification document
Enterprise Located within the Mandeni Municipality	7	CIPC registration documents
Enterprise 100% owned by Youth	6	ID Copy of directors and CSD
EME or QSE which is at least 100% owned by black people	5	ID Copy of directors and CSD
Enterprise 100% owned by Women	2	ID Copy of directors and CSD

- Supplier must be registered on the National Treasury's Central Supplier Database (CSD) and provide a proof of registration. The information recorded on your CSD report will be used to verify the following information: tax compliance status; company registration details; banking details; identity numbers of directors and employees in the service of the state.

Executive Committee

Cllr. TP Mdlalose (Mayor) | Cllr. PM Sishi (Deputy Mayor) | Cllr. BL Magwaza (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdletshe | Cllr. ST Magwaza | Cllr. MS Mdunge | Cllr. M Shelembe

- Council's Supply Chain Management Policy.
- Quotation must be submitted on the official letterhead of your business and be valid for the period of 30 days. If quotations are called for number of items, unit price per item must be stated and total amount. No quotations will be considered from persons in the services of any organ of the state.
- Service providers to complete in full all relevant MBD's (1,4,6,1,8,9) that are available on municipal website.
- Prices quoted must be firm and inclusive of VAT and unit price per item must be stated as well as total amount.
- Company registration document with CIPC.
- A copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant, then a full lease agreement and a certificate from landlord indicating that the levies are not in arrears or a proof of residence and affidavit stating that the ward in which business is registered is exempted from paying rates, electricity and water. Submit both for bidder and director, and it must not be older than 3 months. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.
- Non-compliance with the above-mentioned criteria will lead to disqualification.
- Letter of confirmation from Store/Shop that all the schools' uniforms are readily available and can be supplied within 48 hours of receiving order.

Quotations are to be completed in accordance with the conditions attached to the Quotation document and must be sealed in an envelope and marked: "**QUOTE NO.: 81/23/24**" "**SUPPLY AND DELIVER SCHOOL UNIFORMS**". and must be deposited in the quotation box situated at the reception: Civic Centre, 2 Kingfisher Road, Mandeni not later than **Wednesday, 14th of February 2024, at 12H00**. Closing time will **ONLY** be determined by the Municipal watch displayed on the Municipal wall at the reception. The name and address of the Bidder must be clearly written on the sealed envelope containing the Quote Document. Late Quotation Documents received by way of post, facsimile or e-mail will, under no circumstances, be considered.

Queries regarding this notice may be directed to Ms. Khanyo Manzi at khanyo.manzi@mandeni.gov.za 032 456 8200 or Lungisani Nduli at Lungisani.nduli@mandeni.gov.za 032 345 8200 for SCM queries


 MR S. G KHUZWAYO
 MUNICIPAL MANAGER

DATE: 07/02/2024