



Physical Address: No. 01 Seller Street | Nqanqarhu | 5480

Postal Address: P.O. Box 1 | Nqanqarhu | 5480

Tel: 045 9328100 | **Fax:** 045 9321094 | **Facebook:** @Elundini Local Municipality | **Twitter:** @ ElundiniLM | **YouTube Channel:** @Elundini Local Municipality | **Instagram:** @elundini_lm

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for Re- Advert for Supply and Delivery of Wooden Pallets for Masonary Project detailed in the enclosed list.

The quotation must be submitted on the letterhead of your business in a sealed envelope indicating the name of bid must be deposited in the tender box situated in 1 Seller Street Maclear, Finance Department, Cashier Reception area before 12h00 on the **20 September 2023**. For **queries** please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Ms V Qayi

Tel: 045 932 8161

For Supply Chain Queries: Ms Y Mpetha

Tel: 045 932 8263

RE-ADVERT FOR SUPPLY AND DELIVERY OF WOODEN PALLETS FOR MASONARY PROJECT: ELM-6/001/2023-2024

Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submission are eligible to submit tenders and have their tenders evaluated:

1. Tender offers will only be accepted if:

- 1) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <https://secure.csd.gov.za/>) unless it is a foreign supplier with no local registered entity.
- 2) the tenderer provides written proof from SARS that the tenderer either has no Tax obligations or has made arrangements to meet outstanding Tax obligations,
- 3) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in
- 4) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector;
- 5) the tenderer has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect; and
 - iii) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest
Which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.
- 6) the statement of municipal account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates with a letter from a ward councillor is submitted with the tender document.
- 7) the price(s) quoted are valid for at least ninety (90) days from date of your offer.
- 8) the price(s) quoted are firm and are inclusive of VAT where applicable.
- 9) the Joint Venture has attached the following:
 - a) J V agreement,
 - b) letter of signatory.

2. The tenderer is required to submit with his tender the following certificates:

- 1) Proof of registration with Central Supplier Database must be attached.
- 2) A Copy of business entity registration certificate e.g. CK Document
- 3) Certified ID copy/s of business entity owners
- 4) Latest municipal account statement or lease agreement or affidavit from the South African Police Services and a letter from ward councillor.
- 5) Tax Compliance status documents with PIN from SARS must be attached

3. Returnable schedules required for tender evaluation processes

- MBD 1: Invitation to bid
- MBD 4: Declaration of Interest form
- MBD 6.1: Preference Points Claim Form In Terms of the Preferential Procurement Regulations
- MBD 8: Declaration of Bidder's Past Supply Chain Management Practices
- MBD 9: Certificate of Independent Bid Determination
- Elundini Municipality Supplier Declaration form (which is downloadable on the municipal website)
www.elundini.gov.za

NB: No quotations will be considered from persons in the service of the state

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- 1) The Elundini Local Municipality Supply Chain Management Policy will apply;
- 2) The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- 3) Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
- 4) Bids submitted are to hold good for a period of 90 days;
- 5) Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered.
- 6) The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- 7) Failure to comply with these conditions may invalidate your offer.
- 8) Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.
- 9) General Conditions of Contract 2010 will apply in this Request for Quotation
- 10) By mere submission of the bid, the bidder automatically consents to deliver within 14 days of issue of an order unless a declaration for variance in this regard has been submitted to the municipality on the day of issue of an order.
- 11) National Treasury circular no. 9 of 2017/18 Price shall apply.
- 12) Bidders must be allowed to submit bids by hand or by courier on condition that the responsibility of depositing the tender, bid or proposal lies squarely with the bidder not the Municipality.
- 13) Bid will be evaluated based on 80/20, 80 for price and 20 points for EME or QSE which is at least 51% owned by black. Proof to claim points for specific goals: EME OR QSE Which is at least 51% black by local (Local Businesses within the Elundini Geographic Area) Proof: Proof of residence along with CSD report)
- 14) Should the bidders not submit proof to claim specific goals no points will be allocated.

SIGNATURE _____



DATE _____

12/09/2023

SPECIFICATION

Item no	Item Description	Quantity	Unit Price	Total Price
1.	Wooden Pallet: Length - 1200mm Width - 1000mm Height - 166mm The pallets must be able to carry 480mm x 80mm unit Pavers at 3.0kg per pavers	1000		
2.	Delivery to Nkululekweni Location Tlokoeng (Mt Fletcher)			
			Subtotal	
			Vat (15%)	
			Total	

SPECIFIC GOAL:

- EME or QSE which is at least 51% owned by black people who are local. Proof to claim points for specific goals, (Local businesses within the Elundini Geographic Area) (Proof: Proof of residence along with CSD Report).

(Note to organs of state: Where 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points claimed (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Proof to claim points
Tender Price	80 Points		
EME or QSE which is at least 51% black owned by black people who are local (Local businesses within the Elundini Geographic areas(Proof: Proof of residence along with CSD report)	20 Points		Proof of residence along with CSD report
Sub-Total (Specific Goals)	20 Points		

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system for acquisition if goods or services with Rand value equal to or below R50 million will be applied.

Price

- 80 points

Specific goals

- 20 points

DELIVERY ADDRESS:

Elundini Local Municipality

No.1 Seller Street,

Nqanqarhu

5480

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