

Dear Sir/Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish us with a written quotation for **Supply and Delivery of Security Services Equipment** as 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 Nqanqarhu, Finance Department, Cashier Reception area before 12h00 on the **27 August 2026**. For queries, please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Ms B. Maqhubela

Tel: 045 932 8133

For Supply Chain Queries: Ms Y. Mpetha

Tel: 045 932 8134

SUPPLY AND DELIVERY OF SECURITY SERVICES EQUIPMENT - ELM-5/001/2026-2027

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 the financial offer is market related (See Regulation 6 (9) and section 7 (9) of the 8(9) OF Preferential Procurement Regulation 2022.
- 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,

If you are aware of any instances of fraud or corruption in the municipality, report anonymously to the National Anti-Corruption Hotline on 0800 701 701 OR Send an email to fraudhotline@elundini.gov.za

All correspondence must be addressed to the Municipal Manager

- b) original or certified copy of consolidated BBBEE certificate, and
- c) 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 Preferential Procurement Policy framework in terms of PPPR 2022 Regulation

MBD 7.1 Purchase of goods and services

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) Local Municipality's Supply Chain Management Policy and the 80/20 preferential procurement points system for acquisition of goods and services with Rand value equal to or below R50 million will be applied.

14) No services or goods may be rendered/ supplied until an official purchase order has been issued

15) Contract shall be automatically cancelled where conflict of interest was not disclosed

SIGNATURE _____

A handwritten signature in black ink, consisting of a series of loops and a long vertical stroke, positioned over the signature line.

DATE 19/08/2026

SPECIFICATION

Security Baton	56	Durable, impact-resistant security baton suitable for professional security use; non-slip grip; supplied complete and ready for use; approximately 60–70 cm in length.
Handcuffs	56	Professional-grade metal handcuffs suitable for security use; corrosion-resistant finish; double-locking mechanism; supplied with two keys per pair; durable and tamper-resistant construction.

Minimum Requirements

Batons (56)

- Durable, heavy-duty construction suitable for professional security use.
- Made from high-strength, impact-resistant material.
- Comfortable, non-slip grip for secure handling.
- Designed for repeated use and resistant to normal wear and environmental conditions.
- Smooth, rounded edges and secure construction to minimise accidental injury during handling.
- Supplied as a complete, ready-to-use baton.
- Product must be new, unused and of good commercial quality.
- The supplier must state the warranty/guarantee period, if applicable
- Items must be suitable for use by authorised security personnel and for the intended municipal security functions.

Minimum Requirements

Handcuffs (56)

- Standard-duty metal handcuffs suitable for use by trained security personnel.
- Constructed from durable, corrosion-resistant steel or equivalent high-strength material.
- Double-locking mechanism to prevent accidental tightening.
- Adjustable locking mechanism suitable for different wrist sizes.
- Smooth, secure locking and unlocking mechanism.
- Supplied with two keys per pair of handcuffs.
- Keys must be compatible with the supplied handcuffs and securely retained by authorised personnel.
- Supplied with a suitable belt pouch/holder for carrying by security personnel.
- Handcuffs must be new, unused and free from manufacturing defects.
- The supplier must provide the manufacturer's product specifications and warranty, where applicable.
- The equipment must comply with all applicable South African laws, regulations and occupational safety requirements.

EVALUATION CRITERIA

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

Price - 80 points
Specific Goals - 20 points

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		
EME or QSE which is at least 51% owned by black people	20 Points		• Company Registration document • Certified B- BBEE certificate or Sworn Affidavit
Sub-Total (Specific Goals)	20 Points		

DELIVERY ADDRESS:

Elundini Local Municipality
No.1 Seller Street,
Nqanqarhu
5480


Published on the 19 August 2026