ELUNDINI LOCAL MUNICIPALITY
IKAMVA ELIQAQAMBILEYO

Physical Address: No. 01 Seller Street I Nqanqarhu I 5480
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Dear Sir/Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish us with a written quotation for **Supply and Delivery of 8000 liters of diesel 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 **17 November 2026.** For queries, please email to scm@elundini.gov.za or faxed to 086 216 8784

For Technical Queries: Mr M. Mpumelelo **Tel: 045 932 8223**

For Supply Chain Queries: Ms Y. Mpetha **Tel: 045 932 8134**

SUPPLY AND DELIVERY OF 8000 LITERS OF DIESEL - ELM-3/018/2026-2027

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,
      b) original or certified copy of consolidated BBBEE certificate, and 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 Municipalitys Supply Chain Management Policy and the 80/20 preferencial 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_____ DATE_____

SPECIFICATION SUPPLY AND DELIVERY OF DIESEL

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
8000 litres of diesel for plants	**8000**		
		SUB-TOTAL	
		VAT	
		GRAND TOTAL	

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 • Certified BBBEE or original sorn affidavit
Sub-Total (Specific Goals)	**20 Points**		

DELIVERY ADDRESS:

Elundini Local Municipality
No.1 Seller Street,
Nqanqarhu
5480

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