



## EPHRAIM MOGALE LOCAL MUNICIPALITY

QUOTATION NO: 8/3/174

### INVITATION TO PROVIDE QUOTATIONS FOR THE SUPPLY AND DELIVERY OF 220 GOLF SHIRTS AND UMBRELLAS FOR WARD COMMITTEE CONFERENCE

Ephraim Mogale Local Municipality hereby invites quotations from interested parties for the **Supply and Delivery of 220 Golf Shirts and Umbrellas for Ward Committee Conference** according to the specification listed below;

**Quotations must be submitted in a sealed envelope and reach the Municipality on or before 12:00 pm on 18 DECEMBER 2015 at: Municipal Offices, 2 Ficus Street, Marble Hall, TENDER BOX.**

#### **NB: MUNICIPAL BID DOCUMENTS ARE OBTAINABLE FROM SUPPLY CHAIN OFFICES**

Quotations must be in writing and must clearly indicate the relevant supply or service for which is being quoted. **Bids transmitted by fax or e-mail will not be accepted**, although Ephraim Mogale Local Municipality accepts no responsibility for ensuring that quotations are timeously received by Ephraim Mogale Local Municipality.

Quotations will not be considered unless the following information has been furnished:

- i. Full name;
- ii. Company Registration Document;
- iii. Certified copies of identification document of company directors;
- iv. Valid Tax Clearance Certificate issued by SARS;
- v. VAT registration number, if any;
- vi. Proof of Municipal Rates & Taxes for the bidder not in arrears and not older than 3 (three) months. A valid lease agreement in case of company renting along with service account billed in the name of the bidder if the bidder is responsible for services or letter from tribal authority accompanied by confirmation from municipality that services are not levied/charged.
- vii. If a natural person, whether he or she is or not in the service of the state, or has been in the service of the state in the previous twelve months; or
- viii. if not a natural person, whether any of its directors, managers, principal shareholders or stakeholders is in the service of the state, or has been in the service of the state in the previous twelve months; or
- ix. Whether a spouse, child or parent of the provider or of a director, manager, shareholder or stakeholder referred to in (vi) is in the service of the state, or has been in the service of the state in the previous twelve months.

("In the service of the state" means to be -

- a) A member of any municipal council, any provincial legislature, the National Assembly or the National Council of Provinces;
- b) A member of the board of directors of any municipal entity;
- c) An official of any municipality or municipal entity;



- d) An employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No 1 of 1999);
  - e) A member of the accounting authority of any national or provincial public entity; or
  - f) An employee of Parliament or a provincial legislature)
- x. This quotation must be accompanied by duly completed and signed:
- **MDB 4 – Declaration of Interest**
  - **MDB 6.1 – B-BBEE Status Level of Contribution**
  - **MDB 6.2 – Local Content and Production**
  - **MDB 8 – Declaration of Bidders Past Supply Chain Practices**
  - **MDB 9 – Certificate of Independent Bid determination**

Your quotation will be rejected if the above forms are not fully completed, signed and submitted. The forms may not be re-typed and bidders must ensure that documents are complete. These documents are obtainable from Supply Chain Management Unit during office hours (08h00 - 16h30).

**Important Note:**

- (i) Quotations with a value over R30 000 (VAT included) must be accompanied by a valid tax clearance certificate from the South African Revenue Services that provider's tax matters are in order;
- (ii) In terms of Preferential Procurement Regulations of 2011, the 80/20 preference point system is applicable. Broad Based Black Economic Empowerment (B-BBEE) requires that bidders submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof to substantiate their B-BBEE rating claim. Failure to submit such a certificate will result in a bidder not qualifying for preference points for B-BBEE. The bidder must submit verification certificates that are accredited by:-
  - SANAS (South African National Accredited System)
  - IRBA (Independent Regulatory Board of Auditors)

**Points will be awarded to a bidder for attaining the B-BBEE status level of the contributor**

B-BBEE Status Level of Contributors (System)	Number of points (80 - 20)
1.	20
2.	18
3.	16
4.	12
5.	8
6.	6
7.	4
8.	2
<b>Non-compliance Contributor</b>	<b>0</b>

Queries can be directed to Mr J Madisha (SCM Manager at Ephraim Mogale Local Municipality) ☎: (013) 261 8450

  
**M.M. MATHEBELA**  
**MUNICIPAL MANAGER**

10/12/15  
 \_\_\_\_\_  
**DATE**

**QUOTATION NO: 8/3/174 - SUPPLY AND DELIVERY OF 220 GOLF SHIRTS AND UMBRELLAS FOR WARD COMMITTEE CONFERENCE**

**DETAILED SPECIFICATION OF GOLF SHIRTS AND UMBRELLAS**

➤ **GOLF SHIRTS**

Quantity: 220 embroidered golf shirts

Colour: Yellow-mustard (as per available sample)

Municipal logo: 10cm (L-R) and 7cm (T-B) on the left shoulder, in elliptical shape and embroidered

Theme: Length of 10cm, Arial font in italics with inverted commas on the right shoulder

**1. Ladies Golf Shirts – 110**

Sporty design golfer with contrast sleeve trim on cuffs, side seam and hem. Features include self-fabric neck tape, shaped hem and knitted collar with concealed placket.

- 180g 80/20 Cotton rich fabric
- Contrast edged collar
- Two-button placket

**2. Men Golf Shirts – 110**

Sporty design golfer with contrast sleeve trim on cuffs and side slits. Features include self-fabric neck tape, knitted collar and concealed two-button placket.

- 180g 80/20 Cotton rich fabric
- Contrast edged collar
- Two-button placket

➤ **UMBRELLAS**

Colour: Yellow

Quantity: 220

Municipal Logo and Theme: 240mm x 100mm Printed on one side

Length: 87cm

Width: 103cm

Type: Black metal shaft and handle

Automatic opening

Black metal shaft

8 Fiberglass ribs

Polyester canopy

Black hook handle

**SAMPLES OF THE DESIRED PRODUCTS:**

**Men Golf Shirt**



**Ladies Golf Shirt**



**Umbrella**





## PRICING SCHEDULE

**Conditions:**

- All prices quoted should be VAT inclusive (for Vat vendors)
- Prices should be valid for a 90 day period
- If the pricing schedule is not signed the quotation will not be considered

Name of Bidder: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Tel / Cell No: \_\_\_\_\_

Business Address: \_\_\_\_\_

No	Description	Qty	Unit Price	Total
1	Ladies Golf Shirt	110		
2	Men Golf Shirt	110		
3	Umbrellas	220		
Subtotal				
VAT				
Grand Total				
Estimated Delivery Period: _____ days				

Signature \_\_\_\_\_

Date \_\_\_\_\_

GOLF-SHIRT AND UMBRELLA LOGO AND THEME SAMPLE



THEME: *"BACK TO BASICS"*