

# RATLOU LOCAL MUNICIPALITY



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Private Bag X209  
Madibogo  
2772

## REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Prospective service providers are hereby requested to submit formal written price quotation as per attached specification.

**DESCRIPTION** : SUPPLY, DELIVERY AND INSTALLATION OF SIGNATURE BOARDS  
**TENDER NO** : NW381/PAD27-02/2016/2017  
**DATE PUBLISHED** : 27 FEBRUARY 2017  
**BRIEFING SESSION** : N/A  
**CLOSING DATE** : 09 MARCH 2017  
**TIME** : 11H00a.m  
**SUBMISSION ADDRESS** : RATLOU LOCAL MUNICIPAL OFFICES  
SETLAGOLE VILLAGE  
TENDER BOX (GENERALLY OPENED 24 HOURS  
AND 7 DAYS PER WEEK)

The following documents should be submitted with your quotation:

- ❖ Valid Original Tax Clearance Certificate/ Tax compliance status pin in line with tax reforms
- ❖ Proof of Business registration on Central Supplier Database
- ❖ Certified copy of BBBEE Certificate/ Original
- ❖ Recent statement as proof of payment of municipal services (rates, taxes, water, etc.) for both the company and all the directors of the company;
- ❖ Recognisable proof of company addresses or lease agreement whichever applies obtainable from your local municipality, tribal office or landlord.
- ❖ Proof of residence of all directors as they appear on the company registration certificate obtainable from your local municipality or tribal authority

**NB No copies of certified copies will be accepted.**

**All certified copies should not be more than three months from the date of the advertisement.**

The following conditions will apply:

- Price(s) quoted must be valid for a period of 45 days from date of your offer.
- Price(s) quoted must be inclusive of VAT (if registered).

- Quotation should be submitted with **MBD 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.
- **80/20 Preferential Points Systems will apply**
- **The price quotation is expected to be within a threshold of R30 000 and R200 000 including VAT**

**N.B** Failure to comply with these conditions may invalidate your offer.

#### **SPECIFICATION**

<b>DESCRIPTION</b>	<b>QUANTITY</b>
1.8m X 700mm Signage board <ul style="list-style-type: none"> <li>• Brown colour printed both sides</li> </ul>	10
2.6m x 1.2m Signage board printed both sides in English and Setswana; <ul style="list-style-type: none"> <li>• Welcome to Ratlou Local Municipality ( O amogetswe mo Masepaleng wa Ratlou),</li> <li>• Thank you for visiting Ratlou Local Municipality (Re leboga fa o etetse Masepala wa Ratlou).</li> </ul>	01

**NB: The successful bidder will be expected to provide steel poles, bolts & nuts for assembling and installation of all 11 boards. For the first 10 mention boards, the names to be written are as follows;**

- Dingateng Community Hall
- Mabule Community Hall
- Mathateng Community Hall
- Masamane Community Hall
- Tshidilamolomo Sports Ground
- Makgori Community Hall
- Logagane Community Hall
- Matloding Community Hall
- Moshawane Community Hall
- Moshawane Library

#### **FUNCTIONALITY**

**Confirmation Letters of similar Work Conducted (Confirmation letter should be in a letter head of your previous client) (50)**

7 and more Confirmation/order	50
5 Confirmation/order	30
3 Confirmation/order	20
2 Confirmation/order	10
1 Confirmation/order	5
No Confirmation/order	0

SK

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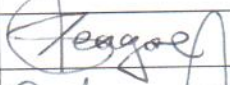


K.F.A

**Ability to deliver at a specified time-frame (Commitment letter) (50)**

Delivery in 7 days	50
Delivery within 14 days	30
Delivery within 21 days	15
Delivery in more than 21 days	0

**NB: Bidders who obtain less than 60% on functionality will be regarded as non-responsive and will not be evaluated further.**

**MEMBERS OF THE SPECIFICATION COMMITTEE**

NAME & SURNAME	DESIGNATION	SIGNATURE
K Phutieagae	Chairperson	
R Rakuba	Member	
C Tjale	Member	
K Monchusi	Requesting Department	

**Approved / ~~Disapproved~~**

  
**Glen Lekomanyane**  
**Municipal Manager**