

RATLOU LOCAL MUNICIPALITY



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REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

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

DESCRIPTION	: SUPPLY AND DELIVERY OF CLEANING MATERIALS FOR COMMUNITY SERVICES
TENDER NO	: NW381/COMMSERV05-13/2020/2021
DATE PUBLISHED	: 25 MAY 2021
BRIEFING SESSION	: N/A
CLOSING DATE	: 03 JUNE 2021
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 the latest 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 1, 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.
- The price quotation is expected to be within a threshold of **R30 000** and **R200 000** including VAT
- **80/20 Preferential Points System will apply.**
- **Bids will be evaluated on Returnable documents, Functionality and Price and Preferential points Phases.**

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

SUPPLY AND DELIVERY OF CLEANING MATERIALS FOR COMMUNITY SERVICE

#	ITEMS	QUANTITY
1.	Toilet Paper (2ply)	48X 30 Packet
2.	400ml Air Freshener	54
3.	25L Toilet Bowl Cleaner	8
4.	25L Window Cleaner	8
5.	25L Handy Andy	8
6.	25L Hand Soap	8
7.	25L Tile Cleaner	8
8.	25L Bleach	8
9.	400ml Multipurpose Polish	50
10.	Dust Pans	8
11.	Refuse Bags	50X20 Packet
12.	Steel Wool 30g	8
13.	2kg Washing Powder	10
14.	300ml Doom	30
15.	Dish Swabs (Big)	20
16.	High Window Extension Cleaner	18
17.	Toilet Cleaner Brash	8
18.	25L Sunlight Liquid Soap	8

FUNCTIONALITY

Confirmation Letters of similar Work Conducted – (Confirmation letter should be in a letter head of your previous client) 40

5 confirmation letters and more	40
3 – 4 Confirmation letters	20
1 – 2 Confirmation letter	10
0 Confirmation letter	00

Ability to deliver within specified time frame – (Commitment letter should be in the letter head of the bidder) 40

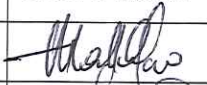
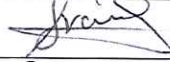
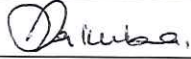
Delivery within 14 days 40
Delivery within 21 days 30
Delivery within 30 days 10
More than 30 days 00

LOCALITY – 20

Within Ratlou 20
Within Ngaka Modiri Molema 15
Within North West Province 10
Outside the Province 00

NB: Bidders who obtain less than 70% on functionality will be regarded as non-responsive and will not be evaluated further.

MEMBERS OF THE SPECIFICATION COMMITTEE

NAME & SURNAME	DESIGNATION	SIGNATURE
T. Matlhoko	Chairperson	
F. Lekoto	Member	
R. Rakuba	Requesting Department	

Approved / ~~Disapproved~~


Tebogo Chanda
Municipal Manager