



FEZILE DABI DISTRICT MUNICIPALITY

NOTICE NUMBER: SCM-FDDM 042 / 2011-12.

Date: 02 December 2011

Dear: Service provider

Request for Formal Written Quotation

Kindly furnish Fezile Dabi District Municipality with a written quotation for the supply of the goods / services as detailed on the below schedule.

SERVICE ROVIDER TO CONDUCT SITUATIONAL ANALYSIS REPORT FOR TWO LOCALS: MAFUBE AND METSIMAHOLO IN FEZILE DABI DISTRICT MUNICIPALITY:

NB: See attached page 003 to the document for detailed requirements and terms of reference

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than Friday 09 December 2011 on or before 12h00 to: Supply Chain Management Unit of Fezile Dabi District Municipality.

The following condition will apply:

- Prices quoted must be valid for at least (30) days from the date of your offer.
- Prices quoted must be firm and must be inclusive of vat.
- A firm delivery period must be indicated, **that is not later than ten (10) working days after issuing an order.**
- For all transaction exceeding R 30 000.00 your SARS tax Clearance certificate must be furnished.
- Copy of company registration reflecting equity owned by the members.
- Copy of Doctors medical certificate confirmation in case of claiming disability points.
- This quotation will be evaluated in terms of 80/20 preference point system as prescribed in the preferential procurement policy.

POINTS ALLOCATION FOR 80/20 PRINCIPLE:

❖ PRICE	80
In- depth knowledge of IDP	05
In-depth knowledge in demography	05
Experience of phases of IDP	05
Facilitation of Community participation	05
❖ PDI (Previous Disadvantage Individual)	8
❖ WOMAN	3
❖ YOUTH	3
❖ SMME – EMERGING BUSINESS	2
❖ LOCAL CONTENT	4

Failure to comply with these conditions may invalidate your offer.

NB: Forms for claiming preferential points are available from procurement offices at a cost of R40.00 per copy.

Yours Faithfully

DR. M.M.V MONGAKE

MUNICIPAL MANAGER