



## **FEZILE DABI DISTRICT MUNICIPALITY**

**NOTICE NUMBER: SCM-FDDM 059 / 2011-12.**

Date: 27 February 2012

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.

**APPOINTMENT OF A SERVICE PROVIDER FOR THE COLLATION OF INTEGRATED DEVELOPMENT PLAN (IDP): FEZILE DABI DISTRICT MUNICIPALITY.**

**For detailed requirements and terms of reference see the attached memorandum.**

The quotation must be submitted on the letterhead of your business and can be delivered by hand not later than Tuesday 06 March 2012 on or before 12h00 to: Supply Chain Management Unit of Fezile Dabi District Municipality.

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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 no 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

**Functionality:**

In-depth knowledge of the processes of IDP 10  
Experience 10  
Knowledge of interpretation of statistics 10

❖ PROSPECTIVE BIDDERS WHO WISH TO CLAIM THIS POINTS ARE REQUESTED TO ATTACH THEIR **BBBEE** RATING CERTIFICATE. 20

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

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DR. M.M.V. MONGAKE  
MUNICIPAL MANAGER

