



Private Bag X 136, TROMPSBURG, 9913, Tel: (051) 713 9300, Fax: (051) 713 0461
Website: www.xhariep.gov.za: E-mail: martyr@xhariep.gov.za

Date: March 24, 2016

Xhariep District Municipality
20 Louw Street
Trompsburg
9913

Private Bag X136
Trompsburg
9913

Enquiries: Mr JS Matobako
Manager: Supply Chain Management
Tel no: 051 713 9300/7/11

NOTICE, NOTICE, NOTICE

REQUEST FOR QUOTATION(S): COMPILE THE EMPLOYMENT EQUITY PLAN

An advertisement is hereby placed in terms of **Chapter 2 (18) (a)** of the Supply Chain Management policy of Xhariep District Municipality. The Municipality invites prospective service providers/suppliers to provide the municipality with the above mentioned services.

The closing date of the advertisement will be on the **5th of April 2016, 12H00 midday** after which the determination of the successful service provider/supplier will be decided using the **80/20** preference points system as **shown below**. All the quotations must be put in the municipal bid box.

EVALUATION CRITERIA

1. FUNCTIONALITY

This method of evaluation will be used as a pre-requisite for all the providers/suppliers to qualify for the second stage of evaluation where **PRICE AND B-BEE** status will be used.

2. POINTS ALLOCATION FOR BOTH PRICE AND B-BBEE WILL BE AS FOLLOWS:

No	Element	Points
1	Price	80
2	B-BBEE	20
	Total Points	100


Price- 80
B-BBEE- 20
100

DOCUMENTS TO BE SUBMITTED

- A valid and original tax clearance certificate;
- B-BBEE certificate in order to claim points;
- Municipal rates and taxes account/ lease agreement; and
- A declaration of interest (obtainable from the supply chain management office)

SPECIAL CONDITIONS

- All prices quoted must be VAT inclusive, where applicable;
- Xhariep District Municipality reserves the right not accept the lowest price proposed;
- Documents are available at **R70.00 (each) non-refundable cash payment.**
- The general conditions of contract will be applicable;
- Quotations received after closing **TIME** or **DATE** will **NOT** be considered;
- Supplier(s) shall be subjected to vetting and/or reference checking prior to awarding of a contract;
- Company to make a formal presentation on the closing date of the bid;
- All quotations must be submitted to the supply chain management unit; and
- No faxed or emailed quotations will be accepted.



Mr MM Kubeka
Municipal Manager