



**Xhariep**

District Municipality

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Date: 26 October, 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

#### RE-ADVERTISEMENT

#### REQUEST FOR QUOTATION(S):

1. UPGRADING OF ELECTRICITY
2. SUPPLY AND DELIVERY OF STATIONERY
3. SUPPLY AND DELIVERY OF CLEANING MATERIALS

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 **2<sup>nd</sup> of November 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 CRITERION

##### 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. A minimum threshold of **60%** must at least be achieved by service providers or suppliers for them to proceed to the second stage of evaluation. *See document for more details*

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

No	Element	Points
1	Price	80
2	B-BBEE	20
	<b>Total Points</b>	<b>100</b>

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;
- Compulsory site visit on the 28<sup>th</sup> of October 16, Time 11h00 Planning and Social Development Building (for Upgrading of Electricity);
- 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;
- 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