



## NTABANKULU LOCAL MUNICIPALITY

Tel: (039) 258 0056

Fax: (039) 258 0173

Email: [info@ntankulu.gov.za](mailto:info@ntankulu.gov.za)

Web: [www.ntabankulu.gov.za](http://www.ntabankulu.gov.za)

ERF 85, Main Street, Ntabankulu, 5130

P.O. Box 234, Ntabankulu, 5130

### REQUEST FOR QUOTATION (RFQ) FOR: **PROVISION OF CALIBRATION OF WEIGHBRIDGE SERVICES.**

The Ntabankulu Local Municipality requests your quotation with regards to the **Provision of Calibration of Weighbridge Services.**

Please furnish all information as requested and return your quotation on the date stipulated. Late and incomplete submissions will invalidate the quotation submitted.

ADVERTISEMENT DATE	27 FEBRUARY 2020
RFQ NUMBER	NLM/CMS/ PCWS/2019/2020
DESCRIPTION OF GOODS/SERVICE	<b>PROVISION OF CALIBRATION OF WEIGHBRIDGE SERVICES..</b>
CLOSING DATE AND TIME:	06 MARCH 2020 AT 12H00
ENQUIRIES	063 697 0905-S. Matiwane-Technical Enquiries or 082 786 0772- O. Mdudi – SCM Related

Quotations above R30 000 will be evaluated on the basis of the 80:20 point system as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000) & the Ntabankulu Local Municipality's Supply Chain Management Policies and Procedure.

## SPECIFICATION DETAILS :

### On Site Calibration

- Refurbishment of existing weighbridge scale from mechanical to electronic or
- Balancing, cleaning and adjusting.
- Issuing of relevant SANAS calibration certificate on completion of the job.

## CHECKLIST

RFQ NO. NLM/CMS/ PCWS/2019/2020

*PLEASE USE THE CHECKLIST TO CONFIRM THAT ALL REQUESTED DOCUMENTS HAVE BEEN ATTACHED.*

1.	Original Tax Clearance Certificate/ SARS Pin number certificate	
2.	MBD 4: Declaration of Interest	
3.	MBD 9: Certificate of Independent Bid Determination	
4.	MBD 8: Declaration of Bidders Past Supply Chain Management Practice	
5.	Certified Copy of BBBEE certificate	
6.	Certified ID Copy/s of company directors	
7.	All alterations have been signed	
8.	Quotation is signed	
9.	Submit copy of rate and refuse account (proof that the service provider does not have any outstanding debt to any Municipality) / signed lease agreement/ A proof stating that company does not own property	
10.	All prospective service providers are required to apply on Central Supplier Database in order to do business with all organs of state in the Republic of South Africa at <a href="https://secured.csd.gov.za">https://secured.csd.gov.za</a> . Suppliers are required to submit a CSD report. Non submission will be non-responsive and be disqualified from bid.	

**NB: No quotations will be considered from persons in the service of the state**

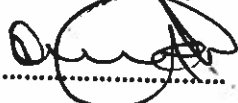
PLEASE NOTE THAT NOT SUBMITTING THE COMPULSORY DOCUMENTS MAY LEAD TO DISQUALIFICATION ON COMPULSORY REQUIREMENTS.

## CONDITIONS

1. All goods or services purchased will be subject to Ntabankulu Local Municipality SCM Policy and Procedures. A copy of said conditions is available from the SCMU office and on the municipal website.

2. All purchases will be made through an official order form. Therefore no goods must be delivered or services rendered before an official order has been forwarded to and accepted by the successful bidder.
3. To participate in the Ntabankulu Local Municipality Quotation process for the procurement of goods and/or services, vendors are advised to be accredited and registered on the Ntabankulu Local Municipality Supplier Database. Supplier registration forms are available from the Supply Chain Management Unit.
4. All prices quoted must be inclusive of Value Added Tax (VAT). Suppliers who are not registered for VAT will be treated as Non VAT Vendors.
5. Prices quoted must include delivery charges and goods must be delivered to the address indicated on the quotation page.
6. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.
7. Quantities are given in good faith and without commitment to the Ntabankulu Local Municipality. The Municipality reserves the right to increase or reduce the quantity to be in line with the set threshold for quotations prescribed in the SCM Policy. Submission of a Quotation can be dropped in a box clearly marked "**provision of calibration of weighbridge services**" at the reception at Ntabankulu Local Municipality, in Ntabankulu ERF 85.
8. THE NTABANKULU LOCAL MUNICIPALITY DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.

Requested by,



O. Mdudi  
SCM-Manager

Recommended by,



X.N. Venn  
CFO

Approved by,



L. Nonyongo  
Municipal Manager