



NTABANKULU LOCAL MUNICIPALITY

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ERF 85, Main Street, Ntabankulu, 5130

P.O. Box 234, Ntabankulu, 5130

REQUEST FOR QUOTATION (RFQ): SUPPLY AND DELIVERY OF MAINTENANCE MATERIAL FOR ERF 85 MAYOR'S OFFICE & OTHER OFFICES.

NTABANKULU LOCAL MUNICIPALITY is calling upon service providers to bid for the

SUPPLY AND DELIVERY OF MAINTENANCE MATERIAL FOR ERF 85 MAYOR'S OFFICE & OTHER OFFICES.

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	04 February 2021
RFQ NUMBER	NLM/TS/SDMM/2020/2021
DESCRIPTION OF GOODS/SERVICE	SUPPLY AND DELIVERY OF MAINTENANCE MATERIAL FOR ERF 85 MAYOR'S OFFICE & OTHER OFFICES
CLOSING DATE AND TIME:	11 February 2021 AT 12H00
ENQUIRIES	060 973 8676/ ndikis@ntabankulu.gov.za – Mr S Ndiki 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

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

Original Tax Clearance Certificate and SARS Pin number certificate	
MBD 4: Declaration of Interest	
MBD 9: Certificate of Independent Bid Determination	
MBD 8: Declaration of Bidders Past Supply Chain Management Practice	
Certified Copy of BBBEE certificate	
Certified ID Copy/s of company directors	
A trust, consortium or joint venture must submit a consolidated B-BBEE status level verification certificate for every separate bid and a joint venture agreement.	
Signed Quotation	
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 within urban area.	
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 https://secured.csd.gov.za . 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.
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.

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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.
8. Submission of a Quotation can be dropped in a box clearly marked **“Supply and delivery of Maintenance Material for Erf 85 Mayor’s Office & Other Offices”** at the reception at Ntabankulu Local Municipality, in Ntabankulu.
9. THE NTABANKULU LOCAL MUNICIPALITY DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.

Requested by



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O.Mdudi

SCM Manager

Recommended by

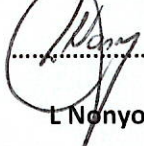


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X.N.Venn

CFO

Approved by



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L Nonyongo

Municipal Manager

Scope of works for maintenance of Mayor's office and other offices at Erf 85

Item	Description	Units	Qty
1	Supply deliver and install burglar guards as per the following (Double cross strengthening bar, Corrosion resistant coating, Poly carbonatebar, 813x2032mm)	No	3
2	Supply and deliver Entry door saligna SD 60 horizontal slats with wide grooves 813x 2032mm hardwood door	No	3
3	Security locks	No	3
4	Pair brass antique bearing hinge 100x75x3mm	No	34
5	20l Double velvet paint(Dune or Coast cream)	No	10
6	20l Ceiling paint	L	8
7	SABS approved 3 lever door lock with reversible latch or pin	No	60
8	4 mm glass sheet (full sheet: 1mx2m)	No	3
9	Party for steel frames 500g	No	16
10	6 panel meranti door	No	19
11	Drywall plaster Rhino light 10 kg	No	6
12	Rhino fibre tape 48mmx45m roll	No	11
13	5kg Dry wall screws 50 x 32mm	No	4
14	Box of 500 x 500mm Nylon Carpet tiles: dark grey. (each box contain 8 tiles and cover 2m ²)	No	38
15	Carpet tile adhesive glue 20L	No	5
16	8x32mm Cover strips pine	m	180
17	75mmX 3600mm Cornice rhino	m	90
18	Brass hinges	No	25
19	Barrel bolts 100mm	No	6
20	Window stay for steel frames (swinging both directions) with butter nut and fixing screws	No	6
21	4mm gauge plain wire to cover 20m long	Item	1
22	Light grey oil paint 5l	No	10
23	PVC Glue (250ml)	No	3
24	110mm Flexible pan collar	No	5
25	15mm Polyethene pipe	m	10
26	15 mm Brass Tee	No	5
27	15mm Brass 90° bend	No	5
28	22mm Brass Isolation valve	No	3
29	Treaded seal tape (12mmX0.075mmX10m)	No	4
30	Plumbing 50mm PVC pipe	m	5
31	50mm PVC 90° bend	No	2

All building maintenance material must be quality approved by SABS

All electrical maintenance material must be quality approved by SANS 10142