



**Request for Quotation for Printing of Copies of the Final IDP 2022-2023-2026-2027
RFQ# NLM/MS/PCFI/2022/2023**

CLOSING DATE : 17 AUGUST 2022
CLOSING TIME : 12: 00 PM

COMPANY (BIDDER) NAME.....

CONTACT PERSON.....

CONTACT NUMBER.....

BID PRICE (All Inclusive).....

CSD NUMBER.....

**NTABANKULU LOCAL MUNICIPALITY**

Erf no 85 Main Street

Ntabankulu, 5130

P.O. Box 234

Ntabankulu, 5130

Tel: 039 258 0056

Fax: 039 258 0173

E-mail: info@ntabankulu.gov.za**REQUEST FOR QUOTATION (RFQ): PRINTING OF COPIES OF THE FINAL IDP 2022-2023-2026-2027.**

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

PRINTING OF COPIES OF THE FINAL IDP 2022-2023-2026-2027.

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

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ADVERTISEMENT DATE	10AUGUST 2022
RFQ NUMBER	NLM/DP/PCFI/2021/2022
DESCRIPTION OF GOODS/SERVICE	PRINTING OF COPIES OF THE FINAL IDP 2022-2023-2026-2027.
CLOSING DATE AND TIME:	17 AUGUST 2022 AT 12H00
ENQUIRIES	071 852 3887/ mankahlan@ntabankulu.gov.za – Ms N. Mankahla Technical Enquiries or 082 786 0772 / mdudio@ntabankulu.gov.za 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 2017) & the Ntabankulu Local Municipality's Supply Chain Management Policies and Procedure.



List of Compulsory Returnable Documents that form part of the this Bid/Quote document:

1.	Invitation to Bid	MBD 1
2.	SARS Tax Pin number Certificate to be attached	MBD 2
3.	Pricing Schedule – Firm Prices (Purchases)	MBD 3.1
4.	MBD 4: Declaration of Interest	MBD 4
5.	Local Production and content: To declare minimum threshold for local production and content which is not less than the prescribed threshold by National Treasury.	MBD 6.2
6.	Declaration of Bidders Past Supply Chain Management Practice	MBD 8
7.	Certificate of Independent Bid Determination	MBD 9
8.	Certified Copy of BBBEE certificate or original Sworn Affidavit	
9.	Certified ID Copy/s of all company directors	
10.	Rates Clearance for both company and director or proof stating that the company does not own property within urban area	
11.	Centralized Supplier Database (CSD) Report or Summary	
12.	Signed Quotation valid for 90 Days (validity must be indicated on the quotation)	

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.

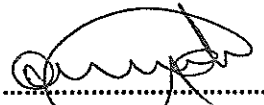
Specification:

- Document alignment with gloss cover (front and back) 350g (A4 size)
- Number of pages 600
- Number of copies X15 Books
- Normal paper inside full colour (back-to- back).
- Spelling check
- A4 size paper
- A4 size book
- Design and layout

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.
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.
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 "Printing of Copies of the Final IDP 2022-2023-2026-2027" at the reception at Ntabankulu Local Municipality, in Ntabankulu ERF 85, Main Street.
9. THE NTABANKULU LOCAL MUNICIPALITY DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.

Requested by,



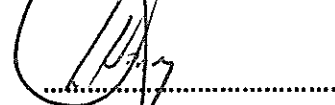
O. Mdudi
SCM Manager

Recommended by



X.N. Venn
CFO

Approved by



L Nonyongo
Municipal Manager