

MSUKALIGWA MUNICIPALITY

PO Box 48
Ermelo
Mpumalanga Province
South Africa
2350



Civic Centre
C/o Kerk & Taute Street
Ermelo
Mpumalanga Province
South Africa
2350

Customer Care Center: 08611 MSUKA [67852]
Msukaligwa Municipality Fax: +27 17 801-3851

ternet: www.msukaligwa.gov.za
ail: msuka@msukaligwa.gov.za

FINANCE DEPARTMENT

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS (OVER R10 000 UP TO TRANSACTION VALUE OF R200 000 – VAT INCLUDED)

Quotation No: 31

Description: To provide training on archives and records management.

The cost is R57.00 per document.

Bid documents are available from Z Ngwenya, Finance department 2nd Floor, Civic Centre.

Duly completed bid documents must be placed in a sealed envelope clearly marked "Municipal Manager, Msukaligwa Municipality"

Bids must be placed in the bid box, Civic Centre, C/o Kerk and Taute Street, Ermelo, not later than 12:00, 28 October 2009.

All bids will be evaluated according to the 80/20 preference point system.

ALL QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE TYPED)

THIS QUOTATION IS SUBJECT TO THE GENERAL CONDITIONS OF THE CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

The following conditions will apply:

- Price quoted must be valid for at least thirty (30) days from date of your quote.
- Prices must be firm and must be inclusive of VAT
- A firm delivery period or date must be indicated
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the PPPFA and associated regulations.
- MBD 2, MBD 40 and MBD 6.1 must be scrutinized, completed and submitted together with your quote.
- Other MBD forms required depending on the requirement may be requested to be completed
- This quotation will be evaluated and adjudicated according the following criteria;
 - Relevant specifications
 - Value for money
 - Capacity to execute the contract
- In the event of non-performance the Council shall be entitled, but not be bound, without prejudice of rights to claim specific performance or damage as a result of negligence to perform.

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition on MBD 4 attached).