



TSWELOPELE

LOCAL MUNICIPALITY

A MUNICIPALITY IN PROGRESS

PO Box / Posbus 3
BULTFONTEIN
9670

Tel: 051 853 1111
Fax: 086 539 3183
E-mail: loapep@tswelopele.org

**REQUEST FOR FORMAL WRITTEN PRICE QUOTATION
FWPQ 08 OF 2022/2023
SUPPLY AND DELIVERY AND INSTALLATION OF CARPETS**

Formal written price quotations are hereby requested from competent and reputable service providers to supply, deliver and install carpets.

Specifications:

| No | QTY | DETAILED DESCRIPTION / SPECIFICATION | Sizes | Bidders brand offered | Unit Price | Total Price | VAT NB* if VAT registered | Grand Total |
|----|-----|--------------------------------------|------------|-----------------------|------------|-------------|---------------------------|-------------|
| 1 | | Carpet for Council Chamber | 6.4 x 5.8m | | | | | |
| 2 | | Mayor's Office | 4.1 x 5.5m | | | | | |
| 3 | | Mayor's Clerk | 4 x 3m | | | | | |
| 4 | | Payroll Clerk | 4 x 3.2m | | | | | |
| 5 | | Debtors Clerk | 2.8 x 3.0m | | | | | |

All quotations must be e-mailed at loapep@tswelopele.org or hand delivered to 01 Bosman Street, Civic Centre, Bultfontein, 9670 (SCM Unit) not later than 12 September 2022 before **12H00**.

The following terms and conditions shall apply:

1. Formal written Price Quotation must be in the letterhead of the Prospective Service Provider.
2. The supplier must provide clear pictures/samples of the proposed designs for all the above requested items
3. Delivery and installation at Hoopstad administrative Office.

4. The Municipality previously used Serengeti and essex carpet, bidders should also quote for removal of existing carpets
5. Cost Quoted should include transport and all other items needed for installation and removal.
6. Formal written price quotations will be evaluated in terms of the preferential Procurement Policy Framework Act using (80/20). Allocation will be 80 preference points for price and 20 preference Points for B-BBEE.
7. The Relevant MBD 4 forms **must** be completed and submitted with the quotation No which can be downloaded from the municipality's website www.tswelopele.gov.za and it is compulsory.
8. Bidders **must** submit a Valid Tax Clearance Certificate or SARS Pin, no Quotation may be awarded to any tenderer/bidder whose tax matters have not been declared by SARS to be in order.
9. Bidders are required to, together with their quotations submit a copy of a valid **B-BBEE certificate** to substantiate their B-BBEE rating claims. Exempted Micro Enterprise must submit a certificate issued by registered auditors or accounting officers with a practice number.
10. Suppliers should be registered with Centralised Suppliers Database with National treasury, please provide the MAAA Number and only suppliers who did register the relevant commodity or industry on CSD will be considered or advanced to the next stage of evaluation.
11. Prospective suppliers should also note that verification with SARS for tax status, CIPRO for registration of the business and DTI for verification of the Chartered accountant/auditor for BBBEE will be done with each and every quotation requested/received.
12. Prices on quotations must be valid for 30 (thirty) days from the closing date.
13. No Payment will be made (in Full or Partially) prior to Delivery of such Goods and the municipality has up to 30 days to settle the account after receiving the relevant invoice / statement from the Service Provider / Suppliers.
14. Bidders who did not quote on all items that are requested expose their quotation to rejection as it affects the comparison of prices thereon.
15. Non-adherence to any of the conditions may lead to your quotation not to be considered.
16. Council reserves the right to not make an appointment on an advertised request for quotation.

All SCM enquires to be directed to **Ms. Puseletso Mashiane** at 051 853 1111

MJ MAHLANYANE
ACTING MUNICIPAL MANAGER

05/09/2022