



Lejweleputswa District Municipality



RFQ NO: 211/09/2014: CATERING & DECORATION OF 600 PEOPLE WHO WILL BE ATTENDING THE PROVINCIAL OR TAMBO GAMES 2014 OPENING GALA DINNER

Lejweleputswa District Municipality hereby requests quotations from reputable and reliable service providers to render catering service and decoration for 600 people who will be attending the Provincial OR Tambo Games 2014 Opening Gala Dinner on the 24 October 2014.

Menu should include the following:

<u>Starter</u>	<u>Main course</u>	<u>Dessert</u>
Cream of wild mushroom and garlic soup with dried ceps, and fresh tarragon	Rice, 3 meats, 2 salads, 2 veggie, Cold drink/Juice and still water 120 x table wines (red & white)	Fresh fruit salad served with ice cream

**The quotation must be submitted on the letterhead of your business and must be hand delivered for the attention of Mr. Dan Maselwa
Lejweleputswa District Municipality,
Supply Chain Management Unit
CNR Jan Hofmeyer and Tempest Road,
Welkom
9460**

Enquiries: Mr M. Martins (for specification only) **Tel:** (057) 391 8912

Enquiries: Mr D. Maselwa (for MBD forms and required documents) **Tel:** (057) 3918904

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer
- Price(s) quoted must be firm and inclusive of VAT
- A firm delivery period must be indicated.
- This quotation will be evaluated in terms of the 80/20 preference point system in terms of the Supply Chain Management Policy, and for this purpose the MBD1, MBD2, MBD3.1, MBD4, MBD6.1, MBD8 & MBD9 can be downloaded from LDM website (www.lejwe.co.za) or collected from the SCM Unit, and be scrutinized, completed and submitted together with your quotation.
- Proof of company registration documents and valid original tax clearance certificate **must** be attached.
- Original and valid B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE or certified copies thereof **must** be attached.

NB: No quotations will be considered from the person in the service of the state. No late quotations will be considered. Closing Date: 09 October 2014 @ 16H00

Ms. P. M.E. Kaota

INVITATION TO QUOTE

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS OF THE LEJWELEPUTSWA DISTRICT MUNICIPALITY

QUOTE NUMBER: **RFQ NO: 211/09/2014** CLOSING DATE: **09 OCTOBER 2014** CLOSING TIME: **16:00**

DESCRIPTION: CATERING & DECORATION OF 600 PEOPLE WHO WILL BE ATTENDING THE PROVINCIAL OR TAMBO GAMES 2014 OPENING GALA DINNER

The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).

QUOTATIONS MUST BE SUBMITTED ON THE LETTERHEAD OF YOUR BUSINESS AND BE HAND DELIVERED:

Me. Cathy Baloyi

THE SUPPLY CHAIN MANAGEMENT OFFICE
LEJWELEPUTSWA DISTRICT MUNICIPALITY
CNR JAN HOFMEYER & TEMPEST ROAD
WELKOM

Bidders should ensure that quotations are delivered timeously to the correct address. If the quotation is late, it will not be accepted for consideration.

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

THIS QUOTATION WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING CRITERIA:

1. Relevant specifications
2. Value for money
3. Capability to execute the contract
4. 80:20 Preference Point System in compliance with Preferential Policy Framework Act & SCM Policy of the Municipality

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

**THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)**

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER CODE..... NUMBER.....

CELLPHONE NUMBER

FACSIMILE NUMBER CODE NUMBER.....

VAT REGISTRATION NUMBER

HAS AN ORIGINAL TAX CLEARANCE CERTIFICATE BEEN ATTACHED (MBD 2)? YES/NO

ARE YOU THE ACCREDITED REPRESENTATIVE
IN SOUTH AFRICA FOR THE GOODS/SERVICES OFFERED BY YOU? YES/NO
(IF YES ENCLOSE PROOF)

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL QUOTATION PRICE..... TOTAL NUMBER OF ITEMS OFFERED

ANY ENQUIRIES REGARDING THE QUOTATION PROCEDURE MAY BE DIRECTED TO:

Municipality / Municipal Entity: LEJWELEPUTSWA DISTRICT MUNICIPALITY

Department: SUPPLY CHAIN MANAGEMENT UNIT

Contact Mr. D Maselwa

Tel: (057) 391 8944

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Enquiries: Mr. M Martins

Tel: (057) 391-8912