

REQUEST FOR QUOTATIONS

QUOTATION NO: 16/2014

HIRING OF A TRUCK FOR COLLECTION OF BUCKETS DURING FESTIVE SEASON

Quotations are requested for the following items from suitable service providers:

1. Scope

The scope covers hiring of a 4 ton truck for collection of 244 Buckets during festive season.

The collection of buckets will be done 2 days a week instead for the months of December 2014 and January 2015. The expected total number of days will therefore be Sixteen (16) days.

The Municipality has got a team for collecting the buckets who knows points of collection and a driver working as the supervisor of the team.

Items to include:

4 ton truck with spaces to place buckets.

Service provider to indicate whether he/she will be using his/her driver or the Municipal driver.

The following areas are still using buckets

AREA	No of Buckets
Extension 6	3
Pumlani, ext 3	7
Pumlani, ext 2	24
Eluxolweni	57
M-street	1
Xolani	32
N-street	27
K-street	22
Gonne- Scap	13
Mission	11
Suncity	42
V-street	1
Joza	4
TOTAL	244

The following conditions will apply:

- Must be registered on the Municipal Suppliers Database;
- Price must be VAT inclusive (for all registered vendors);
- The Municipality is not obliged to accept the lowest or any quotation;
- A firm delivery period must be indicated;
- All quotations will be adjudicated in terms of council's Supply Chain Management Policy;
- The following documentation must be submitted with your quote in order to be considered, failing which will lead to disqualification:
 - a) An original valid SARS Tax Clearance Certificate
 - b) A valid Billing Clearance Certificate from your Local Municipality
 - c) Copy/ies of the Company registration e.g. CK1, CK2, Trust documents, sole provider etc.
 - d) An original certified copy of the B-BBEE certificate
 - e) Completed MBD 4 form (Declaration of Interest)
 - f) Completed MBD 9 form (Certificate of Independent Bid Determination)
- Please ensure that all returnable documentation are numbered (e.g. page 1 of 5 etc.) and binded in 1 (one) document ;
- The quotations must be submitted on the Letterhead of your business.
- Please ensure that the returnable documentation is placed in a sealed envelope clearly indicating the **RFQ Number & DESCRIPTION** on the envelope;
- **THE QUOTATION BOX IS LOCATED UPSTAIRS SITUATED IN THE FINANCE DIRECTORATE, 86 HIGH STREET, GRAHAMSTOWN, (DURING NORMAL OFFICE HOURS).**
- Quotes that are late will not be accepted. Quotations per fax or E-mail will also not be considered.
- The evaluation criteria is 80:20.

NB: BIDDERS WHO ARE IN THE SERVICE OF THE STATE WILL NOT BE CONSIDERED.

The quotation must be submitted on the letterhead of your business and hand delivered at the Finance Offices, High Street in Grahamstown

For further enquiries contact Ntombi Tshicilela phone 046 603 6063/6068 or e-mail ntshicilela@makana.gov.za

Closing date: 18 December 2014

Closing time: 12:00

MS. P. YAKO
ADMINISTRATOR

Makana Municipality shall strive to ensure sustainable, affordable, equitable and quality services in a just, friendly secure and healthy environment, which promotes social and economic growth for all.

...a great place to be
